

**TOWNSHIP OF BLOOMFIELD**

**COUNTY OF ESSEX**

**NEW JERSEY**

**REPORT ON**

**EXAMINATION OF ACCOUNTS**

**FOR THE YEAR 2010**

**SAMUEL KLEIN AND COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS**

**TOWNSHIP OF BLOOMFIELD**  
**COUNTY OF ESSEX, NEW JERSEY**

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**REPORT ON EXAMINATION**  
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**AND**  
**SUPPLEMENTARY EXHIBITS**  
**YEAR ENDED DECEMBER 31, 2010**

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CERTIFIED PUBLIC ACCOUNTANTS

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## INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and Members  
of the Township Council  
Township of Bloomfield  
Bloomfield, New Jersey 07003

We have audited the accompanying statutory basis financial statements of the various funds of the

### TOWNSHIP OF BLOOMFIELD COUNTY OF ESSEX

as of and for the year ended December 31, 2010 as listed in the foregoing table of contents and for the year ended December 31, 2009. These statutory basis financial statements are the responsibility of the management of the Township of Bloomfield, County of Essex. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

These statutory basis financial statements have been prepared in conformity with accounting practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey which are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. These practices differ in certain respects, which in some instances may be material, from generally accepted accounting principles applicable to local government units. The more significant of these practices are described in Note 1 to the financial statements.

In our opinion, because of the Township's policy to prepare its financial statements on the basis of accounting discussed in the third paragraph of this report, the financial statements referred to above do not present fairly, in conformity with generally accepted accounting principles, the financial position of the Township of Bloomfield as of December 31, 2010 and 2009 or the results of its operations for the years then ended.

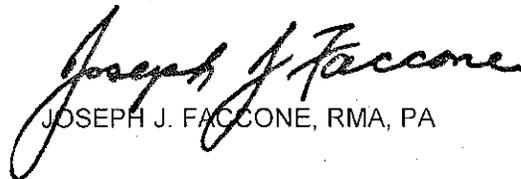
However, in our opinion, the statutory basis financial statements referred to above present fairly, in all material respects, the financial position of the Township of Bloomfield in the County of Essex, as of December 31, 2010 and December 31, 2009, and the results of operations of such funds for the years then ended, in accordance with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and described in Note 1 to the financial statements.

In accordance with *Government Auditing Standards*, we have also issued a report dated June 24, 2011 on our consideration of the Township of Bloomfield's internal control over financial reporting and our test of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in conjunction with this report in considering the results of our audit.

Our audit was conducted for the purpose of forming an opinion on the statutory basis financial statements of the Township of Bloomfield taken as a whole. The accompanying supplementary schedules presented in the "Supplementary" sections, and the accompanying schedule of expenditures of federal and state awards are not required parts of the financial statements and are presented for purposes of additional analysis as required by New Jersey State Division of Local Government Services; U.S. Office of Management and Budget Circular A-133, *Audits of State, Local Government and Nonprofit Organizations*, and New Jersey State Office of Management and Budget Circular Letter 04-04, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid*. Such information has been subjected to the auditing procedures applied in the audit of the statutory basis financial statements and, in our opinion, is fairly presented in all material respects in relation to the statutory basis financial statements taken as a whole.



SAMUEL KLEIN AND COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS



JOSEPH J. FACCONI, RMA, PA

Newark, New Jersey  
June 24, 2011

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

COMPARATIVE BALANCE SHEETS

A  
Sheet #1

<u>ASSETS AND DEFERRED CHARGES</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2010</u>	<u>Balance</u> <u>Dec. 31, 2009</u>
Current Assets:			
Cash - Treasurer	A-4	\$ 11,487,139.50	\$ 11,474,592.59
Cash - Collector	A-5	206,124.73	227,120.02
Change Fund	A-6	900.00	900.00
		<u>11,694,164.23</u>	<u>11,702,612.61</u>
Receivables and Other Assets with Full Reserves:			
Delinquent Property Taxes	A-7	2,514,744.80	2,666,885.05
Tax Title Liens	A-8	130,707.76	25,261.45
Property Acquired for Taxes - Assessed Valuation	A-9	168,200.00	168,200.00
Bankruptcy Taxes	A-10		15,855.01
Revenue Accounts Receivable	A-11	261,015.29	137,411.43
Interfunds Receivable	A-12	135,928.75	76,576.40
		<u>3,210,596.60</u>	<u>3,090,189.34</u>
Deferred Charges	A-13	<u>1,105,600.00</u>	<u>1,391,000.00</u>
		<u>16,010,360.83</u>	<u>16,183,801.95</u>
Federal and State Grant Fund:			
Federal and State Grants Receivable	A-26	<u>3,229,367.89</u>	<u>3,274,366.95</u>
		<u>\$ 19,239,728.72</u>	<u>\$ 19,458,168.90</u>

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

COMPARATIVE BALANCE SHEETS

A  
Sheet #2

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>Ref.</u>	Balance <u>Dec. 31, 2010</u>	Balance <u>Dec. 31, 2009</u>
Appropriation Reserves:			
Encumbered	A-3,14	\$ 731,505.24	\$ 358,248.23
Unencumbered	A-3,14	2,984,916.54	3,277,848.15
Interfunds Payable	A-12	1,561,148.81	1,014,409.57
Reserves for Other Funds	A-15	463,545.45	635,759.81
Due to State of New Jersey	A-16	21,454.91	24,162.53
Accounts Payable	A-17	1,259,064.55	1,532,420.71
County Taxes Payable	A-19	42,060.52	17,048.96
Emergency Note Payable	A-20	1,076,600.00	1,350,000.00
Special Improvement District Taxes			
Payable	A-21	21,816.90	21,816.90
Tax Overpayments	A-22	470,299.37	287,790.94
Tax Appeals Pending	A-23	193,534.41	671,559.23
Prepaid Taxes	A-24	392,158.23	525,785.56
Prepaid Revenue	A-25		16,420.95
		9,218,104.93	9,733,271.54
Reserve for Receivables and Other Assets	Above	3,210,596.60	3,090,189.34
Fund Balance	A-1	3,581,659.30	3,360,341.07
		16,010,360.83	16,183,801.95
Federal and State Grant Fund:			
Due to Current Fund	A-27	135,928.75	45,847.85
Reserve for Federal and State Grants:			
Unappropriated	A-28		9,094.00
Appropriated	A-29	3,093,439.14	3,219,425.10
		3,229,367.89	3,274,366.95
		\$ 19,239,728.72	\$ 19,458,168.90

See accompanying notes to financial statements.

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

COMPARATIVE STATEMENTS OF OPERATIONS  
AND CHANGES IN FUND BALANCE

A-1

	<u>Ref.</u>	<u>Year 2010</u>	<u>Year 2009</u>
<u>Revenue and Other Income</u>			
Fund Balance Utilized	A-2	\$ 3,000,000.00	\$ 1,200,000.00
Miscellaneous Revenue Anticipated	A-2	10,827,088.84	12,574,850.46
Receipts from Delinquent Taxes	A-2a	2,364,776.95	2,250,297.16
Receipts from Current Taxes	A-2a	132,337,185.51	123,607,166.22
Nonbudget Revenue	A-2b	796,648.84	260,651.53
Other Credits to Income:			
Excess Fund Balance			21,104.11
Interfunds Settled			13,922.45
Appropriation Reserves Lapsed	A-14	1,173,542.63	642,331.82
Accounts Payable Cancelled	A-17	745,549.66	46,001.74
Tax Overpayments Cancelled	A-22	3,399.83	4,046.45
		<u>151,248,192.26</u>	<u>140,620,371.94</u>
<u>Expenditures</u>			
Budget and Emergency Appropriations:			
Operations:			
Salaries and Wages		30,941,537.00	29,499,283.00
Other Expenses		26,891,813.98	25,359,601.06
Capital Improvements		100,000.00	218,000.00
Municipal Debt Service		2,099,502.53	1,905,376.99
Statutory Expenditures and Deferred Charges		4,115,891.00	3,683,966.00
	A-3	<u>64,148,744.51</u>	<u>60,666,227.05</u>
Interest on State Tax Appeals	A-4	61.80	
Prior Year Revenue Refund	A-5	6,624.30	143.37
Interfunds Liquidated	A-12	59,352.35	
Open Space Taxes	A-12	436,401.00	207,545.53
Grant Receivable Cancelled	A-12	19,525.16	
Prior Year Exemptions Disallowed	A-16	8,500.00	7,500.00
Local District School Tax	A-18	61,996,584.00	59,247,002.48
County Taxes	A-19	21,064,253.57	20,566,034.47
Special Improvement District Taxes	A-21	286,827.34	287,418.16
Refund of Prior Year Revenue - Tax Appeals			317,922.38
		<u>148,026,874.03</u>	<u>141,299,793.44</u>
Excess (Deficit) in Revenue		3,221,318.23	(679,421.50)
Adjustments to Income:			
Expenditures Included Above Which are by Statute Deferred Charges to Budget of Succeeding Year			1,367,000.00
		<u>3,221,318.23</u>	<u>687,578.50</u>
<u>Fund Balance</u>			
Balance January 1	A	3,360,341.07	3,872,762.57
		<u>6,581,659.30</u>	<u>4,560,341.07</u>
Decreased by:			
Utilized as Anticipated Revenue	Above	3,000,000.00	1,200,000.00
Balance December 31	A	<u>\$ 3,581,659.30</u>	<u>\$ 3,360,341.07</u>

See accompanying notes to financial statements.

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

STATEMENT OF REVENUE

A-2  
Sheet #1

		Anticipated			
	<u>Ref.</u>	<u>Budget</u>	<u>Special N.J.S. 40A:4-87</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
Fund Balance Appropriated	A-1	\$ 3,000,000.00	\$	\$ 3,000,000.00	\$
<u>Miscellaneous Revenues</u>					
Alcoholic Beverage Licenses	A-11	90,000.00		91,600.00	1,600.00
Other Licenses	A-2a	70,000.00		85,748.60	15,748.60
Fees and Permits	A-2a	200,000.00		211,160.25	11,160.25
Municipal Court Fines and Costs	A-11	1,170,000.00		1,061,963.46	(108,036.54)
Interest and Cost on Taxes	A-11	530,000.00		515,357.88	(14,642.32)
Interest on Investments and Deposits	A-2a	130,000.00		48,025.89	(81,974.11)
Energy Receipts Tax	A-11	4,291,619.00		4,291,619.00	
Consolidated Municipal Property Tax Relief Act	A-11	2,083,513.00		2,083,513.00	
Uniform Construction Code Fees	A-11	430,000.00		401,421.00	(28,579.00)
Uniform Fire Safety Act	A-11	45,000.00		50,239.29	5,239.29
Township of Bloomfield - Trust Funds:					
Human Services Division	A-12	1,000.00		1,000.00	
Cervical Cancer Screening Program	A-12	23,000.00		23,000.00	
Environmental Protection Program	A-12	19,000.00		19,000.00	
Interlocal Service Agreement:					
Caldwell - Health Services	A-11	56,453.00		26,438.50	(30,014.50)
Caldwell - Animal Control	A-12	15,194.00		7,738.00	(7,456.00)
School Board Election Reimbursement	A-11	2,975.00		6,467.57	3,492.57
Section 8 Housing Program - Reimbursement	A-12	32,000.00		32,000.00	
Library Reimbursement	A-11	120,000.00		120,000.00	
Utility Operating Surplus of Prior Year - Water	A-12	150,000.00		150,000.00	
Cable Television Franchise Fee	A-11	220,692.57		220,692.57	
Sewer User Fees - Passaic Valley Sewerage Commission	A-11,25	83,000.00		115,723.22	32,723.22
Omnipoint Wireless Telecommunications Rent	A-11	21,000.00		21,600.00	600.00
Payment in Lieu of Taxes:					
Felicity Towers	A-11	118,000.00		104,857.44	(13,142.56)
Kinder Towers	A-11	68,000.00		69,085.39	1,085.39
		<u>9,970,446.57</u>		<u>9,758,250.86</u>	<u>(212,195.71)</u>
Federal and State Grants:					
Clean Communities		66,645.56		66,645.56	
Drunk Driving Enforcement Fund - Unappropriated		9,296.54		9,296.54	
Division on Aging - Title 3 - Visiting Nurse		24,057.00		24,057.00	
Human Services Special Needs			33,115.00	33,115.00	
Influenza A-H1N1 Virus - 2010 State Health		31,577.00		31,577.00	
Justice Assistance - Ed Byrne Memorial			17,994.00	17,994.00	
Municipal Alliance for Drug Abuse		36,000.00		36,000.00	
NACCHO Grant		18,186.00		18,186.00	
NACCHO Grant - Unappropriated		9,094.00		9,094.00	
Over the Limit Under Arrest			4,400.00	4,400.00	
Over the Limit Under Arrest - Year End Crackdown			5,000.00	5,000.00	
Pedestrian Safety Enforcement and Education			13,000.00	13,000.00	
Police Body Armor Replacement Program (State)		3,698.75	10,355.88	14,054.63	
Police Bulletproof Vest Program		11,281.25	6,750.00	18,031.25	
Public Health Priority Funding		15,766.00		15,766.00	
Recreational Opportunities for Individuals with Disabilities			15,000.00	15,000.00	
Recreational and Open Space Local Aid - Pulaski Park Improvements			225,000.00	225,000.00	

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

STATEMENT OF REVENUE

A-2  
Sheet #2

	Ref.	Anticipated		Realized	Excess or (Deficit)
		Budget	Special N.J.S. 40A:4-87		
Federal and State Grants:					
Safe and Secure Communities		\$ 60,000.00	\$	\$ 60,000.00	\$
Transportation Trust Fund Authority Act		452,621.00		452,621.00	
	A-26	<u>738,223.10</u>	<u>330,614.88</u>	<u>1,068,837.98</u>	
Total Miscellaneous Revenue	A-1	<u>10,708,669.67</u>	<u>330,614.88</u>	<u>10,827,088.84</u>	<u>(212,195.71)</u>
Receipts from Delinquent Taxes	A-2a	<u>2,200,000.00</u>		<u>2,364,776.95</u>	<u>164,776.95</u>
Amount to be Raised by Taxes for Support of Municipal Budget:					
Local Tax for Municipal Purposes	A-2a	<u>50,820,891.19</u>		<u>51,457,119.60</u>	<u>636,228.41</u>
Budget Total	A-3	<u>66,729,560.86</u>	<u>330,614.88</u>	<u>67,648,985.39</u>	<u>588,809.65</u>
Nonbudget Revenue	A-2b			<u>796,648.84</u>	<u>796,648.84</u>
		<u>\$ 66,729,560.86</u>	<u>\$330,614.88</u>	<u>\$68,445,634.23</u>	<u>\$1,385,458.49</u>

See accompanying notes to financial statements.

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

STATEMENT OF REVENUE (Continued)  
ANALYSIS OF REALIZED REVENUE

A-2a

	<u>Ref.</u>	<u>Total</u>	<u>Receipts from Delinquent Taxes</u>	<u>Current Tax Collections</u>
<u>Allocation of Tax Collections</u>				
Taxes Receivable Cash Receipts	A-7	\$133,293,743.54	\$2,066,161.99	\$131,227,581.55
Exemptions Granted	A-7	348,588.52	250.00	348,338.52
Overpaid Taxes Applied	A-7	517,989.83	282,509.95	235,479.88
Prepaid Taxes Applied	A-7	525,785.56		525,785.56
Bankruptcy Taxes	A-10	15,855.01	15,855.01	
Total Revenue	A-1	<u>134,701,962.46</u>	<u>2,364,776.95</u>	<u>132,337,185.51</u>
Allocated to:				
Local District School Taxes	A-18	(61,996,584.00)		(61,996,584.00)
County Levy and Added Taxes	A-19	(21,064,253.57)		(21,064,253.57)
Open Space Taxes	A-7	(436,401.00)		(436,401.00)
Special Improvement District	A-7	(286,827.34)		(286,827.34)
Plus: Reserve for Uncollected Taxes	A-3	<u>2,904,000.00</u>		<u>2,904,000.00</u>
Realized Revenue	A-2	<u>\$ 53,821,896.55</u>	<u>\$2,364,776.95</u>	<u>\$ 51,457,119.60</u>
			<u>Other Licenses</u>	<u>Permits and Fees</u>
<u>Licenses and Fees</u>				
Township Clerk	A-11		\$ 29,942.60	\$ 825.00
Collector	A-11			1,802.00
Tax Assessor	A-11			3,900.00
Board of Health	A-11		53,181.00	29,625.00
Police Department	A-11			31,939.00
Construction Code Official	A-11			123,469.00
Fire Department	A-11		2,625.00	1,221.25
Engineering	A-11			17,889.00
Sub-Total Collected			<u>85,748.60</u>	<u>210,670.25</u>
Collected in Trust Fund	A-12			490.00
Realized Revenue	A-2		<u>\$ 85,748.60</u>	<u>\$ 211,160.25</u>
<u>Interest on Investments</u>				
Revenue Accounts Collected	A-11			\$ 39,408.62
Interfunds Receivable	A-12			<u>8,617.27</u>
Realized Revenue	A-2			<u>\$ 48,025.89</u>

See accompanying notes to financial statements.

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

STATEMENT OF REVENUE (Continued)  
ANALYSIS OF NONBUDGET REVENUE

A-2b

	<u>Ref.</u>	
Cash Receipts:		
Treasurer:		
Bus Stop Advertising		\$ 2,518.23
ARC of Essex County - In Lieu of Taxes		10,000.00
Copy Machine Rebate		3,000.00
Employee Dental Reimbursements		40,337.17
FEMA Reimbursement		70,704.50
Forfeited Escrow Deposits		8,640.00
Employee 1.5% Health Payroll Deductions		128,613.36
Interlocal Street Cleaning - Borough of Glen Ridge		4,000.00
Interlocal Health - Bloomfield Board of Education		159,161.50
Insurance Recoveries		6,444.01
July 4th Donations		225.00
Jury Duty		95.00
Miscellaneous Refunds		29,372.36
Municipal Court - POAA		35,106.25
New Jersey Turnpike Authority - Parkway Calls		3,640.00
Parking Authority - Gas Reimbursement		43,833.37
Police Off-Duty - Administration Fees		88,053.76
Police Unclaimed Funds		40.89
Premium on TTL		62,021.43
Prior Year Void Checks		8,208.80
Rents		3,853.80
Restitution		1,860.00
Sale of Earth Machines		432.00
Salvage - Sale of Municipal Assets		1,338.00
Senior Citizens and Veteran Administration Fee		6,747.62
State of New Jersey - Motor Vehicle Fines		2,709.25
Third River Meeting Expense Reimbursement		30.00
T-Mobile		1,693.68
Township Clerk - Copies and Miscellaneous		17,071.47
Tree Removal		900.00
Vendor Refunds		2,830.07
	A-4	\$ 743,481.52
Collector:		
Board of Health		141.30
Engineering - Copies and Miscellaneous		10.00
Fire Reports		116.85
Labor Liens		13,078.47
PILOT - 88 Llewellyn		18,972.75
Tax Assessor - Copies and Miscellaneous		689.40
Tax Collector - Copies and Miscellaneous		966.84
Tax Collector - Cost of Advertising		2,032.98
Tax Collector - Cost of Tax Sale		5,207.66
	A-5	41,216.25
Interfunds Receivable:		
Deposit Error - Tax Title Liens	A-12	2,078.57
Public Defender Reimbursement	A-12	9,872.50
	A-1,2	\$ 796,648.84

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

A-3  
Sheet #1

STATEMENT OF EXPENDITURES

	Appropriations		Paid or Charged	Expended		Unexpended Balance Cancelled	
	Budget	Modified Budget		Encumbered	Reserved		Unencumbered
<u>APPROPRIATIONS WITHIN "CAPS"</u>							
GENERAL GOVERNMENT							
Administrative and Executive:							
Salaries and Wages:							
Mayor and Council	\$ 88,300.00	\$ 88,600.00	\$ 88,396.59	\$ 203.41	\$		
Township Administrator's Office	125,000.00	125,000.00	121,962.42	3,037.58			
Municipal Clerk's Office	190,000.00	202,000.00	185,582.38	16,417.62			
Other Expenses:							
Mayor and Council	3,175.00	3,175.00	258.33	51.95	2,864.72		
Township Administrator's Office	136,500.00	136,500.00	131,146.46	4,745.00	608.54		
Municipal Clerk's Office	50,240.00	50,240.00	36,450.48	1,660.80	12,128.72		
Department of Assessment:							
Salaries and Wages	152,000.00	164,500.00	152,506.07	11,993.93			
Other Expenses	44,900.00	44,900.00	5,977.88	12,296.26	26,625.86		
Department of Law:							
Salaries and Wages	367,000.00	379,000.00	360,291.32	18,708.68			
Other Expenses	336,500.00	336,500.00	188,069.70	1,062.73	147,367.57		
Department of Finance:							
Salaries and Wages:							
Division of Revenue	95,000.00	95,000.00	90,281.92	4,718.08			
Division of Accounts and Control	136,200.00	136,200.00	121,534.87	14,665.13			
Other Expenses:							
Division of Revenue	12,150.00	12,150.00	10,857.75	153.46	1,138.79		
Division of Accounts and Control	96,525.00	96,525.00	68,933.75		27,591.25		
Annual Audit	50,000.00	50,000.00			50,000.00		
Department of Information Systems:							
Salaries and Wages	97,000.00	112,000.00	78,908.02	33,091.98			
Other Expenses	245,588.00	245,588.00	186,412.32	8,291.13	50,884.55		

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

STATEMENT OF EXPENDITURES

A-3  
Sheet #2

	Appropriations		Paid or Charged	Expended		Unexpended Balance Cancelled
	Budget	Modified Budget		Encumbered	Reserved Unencumbered	
<b>APPROPRIATIONS WITHIN "CAPS"</b>						
<b>GENERAL GOVERNMENT</b>						
Department of Planning:						
Salaries and Wages	\$ 64,500.00	\$ 64,500.00	\$ 62,356.35	\$	\$ 2,143.65	\$
Other Expenses	39,150.00	39,150.00	29,774.05	1,532.72	7,843.23	
Medical Examinations - Employees:						
Salaries and Wages	29,000.00	29,000.00	25,961.31		3,038.69	
Postage and Office Supplies:						
Other Expenses	216,500.00	216,500.00	180,314.22	13,189.03	22,996.75	
Cable Television Committee:						
Other Expenses	88,658.00	88,658.00	82,849.05	5,061.94	747.01	
Municipal Court:						
Salaries and Wages	450,000.00	475,000.00	466,010.14		8,989.86	
Other Expenses	16,850.00	16,850.00	12,723.04	968.90	3,158.06	
Public Defender:						
Salaries and Wages	15,750.00	15,750.00	15,600.08		149.92	
Housing Inspections:						
Salaries and Wages	290,000.00	235,000.00	223,012.78		11,987.22	
Other Expenses	50,580.00	50,580.00	43,230.08		7,349.92	
Division of Engineering:						
Salaries and Wages	207,550.00	219,550.00	200,421.36		19,128.64	
Other Expenses	7,750.00	7,750.00	2,361.03		5,388.97	
Insurance:						
General Liability Self-Insurance Trust	100,000.00					
Worker's Compensation	694,500.00	751,200.00	592,186.11	53,507.91	105,505.98	
Group Insurance for Employees	8,840,000.00	8,840,000.00	8,351,042.16	219,897.37	269,060.47	
Bonds and Other Insurance Premiums	429,700.00	436,200.00	316,521.33	102,152.11	17,526.56	
Total General Government	13,766,566.00	13,763,566.00	12,431,933.35	424,571.31	907,061.34	

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

STATEMENT OF EXPENDITURES

A-3  
Sheet #3

	Appropriations		Paid or Charged	Expended		Unexpended Balance Cancelled
	Budget	Modified Budget		Encumbered	Reserved Unencumbered	
<u>APPROPRIATIONS WITHIN "CAPS"</u>						
<u>DEPARTMENT OF PUBLIC WORKS</u>						
Division of Electrical Services:						
Salaries and Wages	\$ 148,205.00	\$ 148,205.00	\$ 142,710.68	\$	\$ 5,494.32	\$
Other Expenses	4,800.00	4,800.00	438.87		4,361.13	
Public Buildings and Grounds:						
Salaries and Wages	60,510.00	60,510.00	58,161.82		2,348.18	
Other Expenses	87,100.00	87,100.00	81,976.28	4,795.45	328.27	
Service Building:						
Salaries and Wages	174,735.00	177,235.00	173,475.88		3,759.12	
Other Expenses	354,300.00	379,300.00	367,462.02	11,336.17	501.81	
Road Repair and Maintenance:						
Salaries and Wages	230,000.00	217,500.00	206,335.39		11,164.61	
Other Expenses	21,700.00	29,700.00	26,601.11	490.00	2,608.89	
Sewer Maintenance:						
Salaries and Wages	170,000.00	227,000.00	209,878.23		17,121.77	
Other Expenses	5,475.00	10,975.00	8,688.85		2,286.15	
Care of Shade Trees and Greens:						
Salaries and Wages	340,000.00	356,000.00	348,043.82		7,956.18	
Other Expenses	54,500.00	44,500.00	30,188.44	5,175.00	9,136.56	
Snow Removal:						
Salaries and Wages	75,000.00	75,000.00	75,000.00			
Other Expenses	40,000.00	40,000.00	40,000.00			
<b>Total Public Works</b>	<b>1,766,325.00</b>	<b>1,857,825.00</b>	<b>1,768,961.39</b>	<b>21,796.62</b>	<b>67,066.99</b>	

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

STATEMENT OF EXPENDITURES

A-3  
Sheet #4

	Appropriations		Paid or Charged	Expended		Unexpended Balance Cancelled
	Budget	Modified Budget		Encumbered	Reserved Unencumbered	
<u>APPROPRIATIONS WITHIN "CAPS"</u>						
<u>PUBLIC SAFETY</u>						
Police:						
Salaries and Wages	\$ 14,109,500.00	\$ 14,109,500.00	\$ 13,787,811.99	\$	\$ 321,688.01	\$
Other Expenses	276,100.00	276,100.00	165,543.98	10,339.83	100,216.19	
Communication Center:						
Salaries and Wages	647,150.00	657,150.00	630,754.09		26,395.91	
Other Expenses	48,000.00	38,000.00	23,843.95	571.50	13,584.55	
Emergency Management Services:						
Other Expenses	5,100.00	5,100.00	2,670.81	1,218.00	1,211.19	
Fire:						
Salaries and Wages	10,122,600.00	10,122,600.00	9,713,555.05		409,044.95	
Other Expenses	71,000.00	71,000.00	45,532.19	7,547.87	17,919.94	
Community Ambulance:						
Other Expenses	40,000.00	40,000.00	40,000.00			
Total Public Safety	25,319,450.00	25,319,450.00	24,409,712.06	19,677.20	890,060.74	

DEPARTMENT OF HEALTH AND WELFARE

Division of Health:						
Salaries and Wages	809,700.00	809,700.00	793,921.28		15,778.72	
Other Expenses	88,820.00	88,820.00	54,397.12	5,931.12	28,491.76	
Division of Human Services:						
Salaries and Wages	203,384.00	203,384.00	197,959.92		5,424.08	
Other Expenses	27,405.00	27,405.00	20,254.42	4,347.46	2,803.12	
Animal Control:						
Other Expenses	175,000.00	225,000.00	100,000.00		125,000.00	
Cervical Cancer Screening Programs:						
Salaries and Wages	23,000.00	23,000.00	14,965.54		8,034.46	

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

A-3  
Sheet #5

STATEMENT OF EXPENDITURES

	Appropriations		Paid or Charged	Expended		Unexpended Balance Cancelled
	Budget	Modified Budget		Encumbered	Reserved	
<u>APPROPRIATIONS WITHIN "CAPS":</u>						
<u>DEPARTMENT OF HEALTH AND WELFARE</u>						
Environmental Protection Programs:						
Salaries and Wages	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$	\$	\$
OSHA Regulations - Blood Borne Pathogen:						
Other Expenses	1,500.00	1,500.00	327.00		1,173.00	
Total Department of Health and Welfare	<u>1,347,809.00</u>	<u>1,397,809.00</u>	<u>1,200,825.28</u>	<u>10,278.58</u>	<u>186,705.14</u>	
<u>DEPARTMENT OF RECREATION AND EDUCATION</u>						
Division of Recreation:						
Salaries and Wages	750,000.00	775,000.00	735,547.13		39,452.87	
Other Expenses	62,100.00	65,100.00	58,703.78	975.55	5,420.67	
Senior Citizen Transportation:						
Salaries and Wages	197,000.00	212,000.00	201,303.50		10,696.50	
Public Events and Celebration:						
Salaries and Wages	10,000.00	10,000.00	10,000.00			
Other Expenses	12,000.00	15,500.00	15,456.76		43.24	
Total Department of Recreation and Education	<u>1,031,100.00</u>	<u>1,077,600.00</u>	<u>1,021,011.17</u>	<u>975.55</u>	<u>55,613.28</u>	
<u>UNIFORM CONSTRUCTION CODE</u>						
Construction Officials:						
Salaries and Wages	279,000.00	279,000.00	262,881.74		16,118.26	
Other Expenses	14,250.00	14,250.00	9,003.00	839.04	4,407.96	
Total Uniform Construction Code	<u>293,250.00</u>	<u>293,250.00</u>	<u>271,884.74</u>	<u>839.04</u>	<u>20,526.22</u>	

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

STATEMENT OF EXPENDITURES

A-3  
Sheet #6

	Appropriations		Paid or Charged	Expended		Unexpended Balance Cancelled
	Budget	Modified Budget		Encumbered	Reserved Unencumbered	
<u>APPROPRIATIONS WITHIN "CAPS"</u>						
<u>UNCLASSIFIED</u>						
Gasoline and Diesel Fuel	\$ 400,000.00	\$ 400,000.00	\$ 289,192.31	\$ 107,853.45	\$ 2,954.24	\$
Fuel Oil	25,000.00	25,000.00	2,890.92		22,109.08	
Electricity	475,000.00	445,000.00	361,266.36		83,733.64	
Telephone	131,900.00	131,900.00	93,152.19	10,060.92	28,686.89	
Street Lighting	630,000.00	580,000.00	451,578.61		128,421.39	
Recycling and Sanitary Landfill Closure Fund	200,000.00	265,000.00	265,000.00			
Garbage and Trash Removal - Contractual	3,289,000.00	3,064,000.00	2,661,120.07	135,452.57	267,427.36	
Telecommunications	34,500.00	44,500.00	30,664.91		13,835.09	
Total Unclassified	5,185,400.00	4,955,400.00	4,154,865.37	253,366.94	547,167.69	
<u>CONTINGENT</u>	1,000.00	1,000.00			1,000.00	
Total Operations Within "CAPS"	48,710,900.00	48,665,900.00	45,259,193.36	731,505.24	2,675,201.40	
Detail:						
Salaries and Wages	30,676,084.00	30,822,884.00	29,774,131.67			
Other Expenses	18,034,816.00	17,843,016.00	15,485,061.69	731,505.24	2,675,201.40	
<u>STATUTORY EXPENDITURES</u>						
Social Security System	900,000.00	925,000.00	892,716.78		32,283.22	
Public Employees' Retirement System	370,123.00	370,123.00	370,123.00			
Police and Firemen's Retirement System	2,414,783.00	2,414,783.00	2,414,783.00			
Unemployment Compensation	25,000.00	25,000.00			25,000.00	
Consolidated Police and Firemen's Pension	95,585.00	95,585.00	95,576.85		8.15	
Total Statutory Expenditures	3,805,491.00	3,830,491.00	3,773,199.63		57,291.37	
Total Appropriations Within "CAPS"	52,516,391.00	52,496,391.00	49,032,392.99	731,505.24	2,732,492.77	

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

A-3  
Sheet #7

STATEMENT OF EXPENDITURES

	Appropriations		Paid or Charged	Expended		Unexpended Balance Cancelled
	Budget	Modified Budget		Encumbered	Reserved Unencumbered	
\$	725.00	\$ 725.00	\$ 718.85	\$ 6.15		\$
	3,140,605.00	3,140,605.00	2,986,870.89	153,734.11		
	72,000.00	72,000.00		72,000.00		
	21,500.00	41,500.00	40,822.89	677.11		
	2,200.00	2,200.00	2,200.00			
	800.00	800.00	200.00	600.00		
	565,000.00	565,000.00	565,000.00			
	360,098.00	360,098.00	360,098.00			
	2,132,953.00	2,132,953.00	2,132,953.00			
	1,702,085.00	1,702,085.00	1,702,085.00			
	56,453.00	56,453.00	31,046.60	25,406.40		
	15,194.00	15,194.00	15,194.00			
	8,069,613.00	8,089,613.00	7,837,189.23	252,423.77		

APPROPRIATIONS EXCLUDED FROM "CAPS"

- OTHER OPERATIONS  
 Operations and Maintenance of Outlet Sewers:  
 Third River Joint Meeting  
 Passaic Valley Sewerage Commission  
 Township of Nutley  
 Second River Joint Meeting  
 School Board Elections (N.J.S.A. 19:60-12):  
 Salaries and Wages  
 Other Expenses  
 Insurance:  
 Group Insurance for Employees  
 Statutory Expenditures:  
 Public Employees' Retirement System  
 Police and Firemen's Retirement System  
 Maintenance of Free Public Library  
 Township of Caldwell:  
 Salaries and Wages  
 Animal Control Interlocal - Caldwell:  
 Salaries and Wages

PUBLIC AND PRIVATE PROGRAMS

- OFFSET BY REVENUES  
 Safe and Secure Neighborhoods

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

STATEMENT OF EXPENDITURES

A-3  
Sheet #8

	Appropriations		Paid or Charged	Expended		Unexpended Balance Cancelled	
	Budget	Modified Budget		Encumbered	Reserved		Unencumbered
<u>APPROPRIATIONS EXCLUDED FROM "CAPS"</u>							
<u>PUBLIC AND PRIVATE PROGRAMS</u>							
<u>  OFFSET BY REVENUES</u>							
Police Body Armor Replacement	\$ 14,054.63	\$ 14,054.63	\$ 14,054.63	\$	\$	\$	
Pedestrian Safety Education and Enforcement	13,000.00	13,000.00	13,000.00				
Drunk Driving Enforcement	9,296.54	9,296.54	9,296.54				
Public Health Priority Funding	15,766.00	15,766.00	15,766.00				
Essex County Recreation and Open Space							
Local Aid Trust:							
Pulaski Park Improvement	225,000.00	225,000.00	225,000.00				
Essex County Visiting Nurses	24,057.00	24,057.00	24,057.00				
Clean Communities	66,645.56	66,645.56	66,645.56				
Handicapped Recreational Opportunities:							
State Share	15,000.00	15,000.00	15,000.00				
Municipal Alliance on Drug Abuse:							
State Share	36,000.00	36,000.00	36,000.00				
Local Match	9,000.00	9,000.00	9,000.00				
NACCHO GRANT	18,186.00	18,186.00	18,186.00				
Influenza A-H1N1 Virus - 2010 State Health	31,577.00	31,577.00	31,577.00				
Liberty Street and JFK Parkway	452,621.00	452,621.00	452,621.00				
NACCHO GRANT - Unappropriated	9,094.00	9,094.00	9,094.00				
Police Bulletproof Vest Partnership Program	18,031.25	18,031.25	18,031.25				
Over the Limit Under Arrest	9,400.00	9,400.00	9,400.00				
Justice Assistance - Recovery (JAG)	17,994.00	17,994.00	17,994.00				
Social Services and Training	33,115.00	33,115.00	33,115.00				
Total Public and Private Programs	<u>1,077,837.98</u>	<u>1,077,837.98</u>	<u>1,077,837.98</u>				
Total Operations Excluded from "CAPS"	9,147,450.98	9,167,450.98	8,915,027.21		252,423.77		
Detail:							
Salaries and Wages	260,762.00	260,762.00	235,355.60		25,406.40		
Other Expenses	8,886,688.98	8,906,688.98	8,679,671.61		227,017.37		

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

STATEMENT OF EXPENDITURES

A-3  
Sheet #9

	<u>Appropriations</u>		<u>Paid or Charged</u>	<u>Expended</u>		<u>Unexpended Balance Cancelled</u>
	<u>Budget</u>	<u>Modified Budget</u>		<u>Encumbered</u>	<u>Reserved</u>	
<u>APPROPRIATIONS EXCLUDED FROM "CAPS"</u>						
<u>CAPITAL IMPROVEMENTS</u>						
Capital Improvement Fund	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$	\$	\$
<u>MUNICIPAL DEBT SERVICE</u>						
Payment of Bond Principal	825,000.00	825,000.00	825,000.00			
Payment of Bond Anticipation Note	227,280.00	227,280.00	227,280.00			
Interest on Bonds	749,285.63	749,285.63	749,285.63			
Interest on Notes	194,133.20	194,133.20	186,703.43			7,429.77
Green Acres Loans:						
Loan Repayments for Principal and Interest	23,715.00	23,715.00	23,713.94			1.06
Loan Repayments for Principal and Interest	594.93	594.93	594.93			
UST Remediation Loan - Principal	86,925.00	86,925.00	86,924.60			0.40
	<u>2,106,933.76</u>	<u>2,106,933.76</u>	<u>2,099,502.53</u>			<u>7,431.23</u>
<u>DEFERRED CHARGES</u>						
Special Five Year Emergency Authorization	285,400.00	285,400.00	285,400.00			
Total Appropriations Excluded from "CAPS"	<u>11,639,784.74</u>	<u>11,659,784.74</u>	<u>11,399,929.74</u>		<u>252,423.77</u>	<u>7,431.23</u>
Sub-Total General Appropriations	64,156,175.74	64,156,175.74	60,432,322.73	731,505.24	2,984,916.54	7,431.23
Reserve for Uncollected Taxes	<u>2,904,000.00</u>	<u>2,904,000.00</u>	<u>2,904,000.00</u>			
	<u>\$ 67,060,175.74</u>	<u>\$ 67,060,175.74</u>	<u>\$ 63,336,322.73</u>	<u>\$ 731,505.24</u>	<u>\$ 2,984,916.54</u>	<u>\$ 7,431.23</u>

Sheet #10

A

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Sheet #10

A

Sheet #10

Reference

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

STATEMENT OF EXPENDITURES

A-3  
Sheet #10

	<u>Ref.</u>	<u>Appropriations</u>		<u>Paid or Charged</u>
		<u>Budget</u>	<u>Modified Budget</u>	
Adopted Budget	A-2	\$ 66,729,560.86	\$ 66,729,560.86	\$
Added by N.J.S. 40A:4-87	A-2	330,614.88	330,614.88	
Reserve for Uncollected Taxes	A-2a		(2,904,000.00)	2,904,000.00
Cash Disbursements	A-4			59,069,084.75
Local Match for Grants	A-12			9,000.00
Deferred Charges	A-13			285,400.00
Reserve for Federal and State Grants	A-29			1,068,837.98
Cancelled	Sheet #9		(7,431.23)	
		<u>\$ 67,060,175.74</u>	<u>\$ 64,148,744.51</u>	<u>\$ 63,336,322.73</u>
	<u>Reference</u>	<u>Sheet #9</u>	<u>A-1</u>	<u>Sheet #9</u>

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See accompanying notes to financial statements.

TOWNSHIP OF BLOOMFIELD  
TRUST FUND

COMPARATIVE BALANCE SHEETS

B

<u>ASSETS</u>	<u>Ref.</u>	Balance <u>Dec. 31, 2010</u>	Balance <u>Dec. 31, 2009</u>
<u>Animal Control Fund</u>			
Cash - Treasurer	B-1	\$ 8,221.25	\$ 72,725.21
Cash - Collector	B-2	4,023.00	8,547.50
Due from Current Fund	B-5	44.00	
		<u>12,288.25</u>	<u>81,272.71</u>
 <u>General Trust Fund</u>			
Cash - Treasurer	B-1	3,752,231.76	3,891,478.99
Cash - Collector	B-2	23,509.91	26,707.58
Grants Receivable	B-3	2,379,994.36	2,011,170.75
Other Accounts Receivable	B-4	2,017.63	6,544.99
Due from Current Fund	B-5	1,561,104.81	1,014,409.57
		<u>7,718,858.47</u>	<u>6,950,311.88</u>
		<u>\$7,731,146.72</u>	<u>\$7,031,584.59</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
<u>Animal Control Fund</u>			
Due to Current Fund	B-5	\$	\$ 21,104.11
Due to State of New Jersey	B-7	310.00	137.80
Reserve for Animal Control Expenditures	B-11	11,978.25	60,030.80
		<u>12,288.25</u>	<u>81,272.71</u>
 <u>General Trust Fund</u>			
Due to Current Fund	B-5		741.40
Elevator Inspection Fees Payable	B-6	2,517.00	21,589.00
Due to State of New Jersey	B-7	18,788.76	19,774.65
Payroll Deductions Payable	B-8	271,950.12	297,757.54
Prepaid Revenue	B-9		196,611.00
Reserve for Expenditures and Deposits	B-10	4,885,511.73	4,273,720.38
Reserve for Grant Expenditures	B-12	2,540,090.86	2,140,117.91
		<u>7,718,858.47</u>	<u>6,950,311.88</u>
		<u>\$7,731,146.72</u>	<u>\$7,031,584.59</u>

See accompanying notes to financial statements.

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

COMPARATIVE BALANCE SHEETS

C

<u>ASSETS AND DEFERRED CHARGES</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2010</u>	<u>Balance</u> <u>Dec. 31, 2009</u>
Cash	C-2	\$ 1,525,916.37	\$ 1,533,413.18
Deferred Charges to Future Taxation:			
Funded	C-4	18,437,857.08	19,250,193.87
Unfunded	C-5	25,237,871.57	23,426,688.57
Grants Receivable	C-6	2,422,087.93	2,681,285.00
		\$ 47,623,732.95	\$ 46,891,580.62
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Interfunds Payable	C-7	\$	\$ 1,000,000.00
General Serial Bonds Payable	C-8	17,989,000.00	18,814,000.00
Loans Payable	C-9	448,857.08	436,193.87
Bond Anticipation Notes	C-10	14,693,452.00	10,275,732.00
Improvement Authorizations:			
Funded	C-11	1,207,062.47	3,596,057.23
Unfunded	C-11	13,071,130.51	12,601,529.16
Capital Improvement Fund	C-12	133,729.09	141,016.09
Fund Balance	C-1	80,501.80	27,052.27
		\$ 47,623,732.95	\$ 46,891,580.62
Bonds and Notes Authorized but Not Issued	C-13	\$ 10,544,419.57	\$ 13,150,956.57

See accompanying notes to financial statements.

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

STATEMENT OF FUND BALANCE

C-1

	<u>Ref.</u>	
Balance December 31, 2009	C	\$ 27,052.27
Increased by:		
Premium on Bond Anticipation Notes	C-2,7	<u>53,449.53</u>
Balance December 31, 2010	C	<u>\$ 80,501.80</u>

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See accompanying notes to financial statements.

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

COMPARATIVE BALANCE SHEETS

D

<u>ASSETS</u>	<u>Ref.</u>	Balance <u>Dec. 31, 2010</u>	Balance <u>Dec. 31, 2009</u>
<u>Operating Fund</u>			
Cash	D-4	\$ 800,877.49	\$ 916,669.43
Change Fund	Reserve	200.00	200.00
		<u>801,077.49</u>	<u>916,869.43</u>
Consumer Accounts Receivable	D-7	722,945.91	809,947.36
		<u>1,524,023.40</u>	<u>1,726,816.79</u>
 <u>Capital Fund</u>			
Cash	D-4	1,094,794.37	270,379.71
Fixed Capital	D-8	18,423,788.43	18,423,788.43
Fixed Capital Authorized and Uncompleted	D-9	4,657,000.00	4,312,000.00
Interfunds Receivable	D-10	24,175,582.80	1,000,000.00
		<u>24,175,582.80</u>	<u>24,006,168.14</u>
		<u>\$ 25,699,606.20</u>	<u>\$ 25,732,984.93</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
<u>Operating Fund</u>			
Liabilities:			
Encumbrances	D-3,11	\$ 103,171.10	\$ 85,420.92
Appropriation Reserves	D-3,11	443,221.17	413,560.29
Interfunds Payable	D-10	8,883.04	8,883.04
Accounts Payable	D-12	17,988.00	17,988.00
Accrued Interest Payable	D-14	5,688.54	5,688.54
Water Rent Overpayments	D-15	64,760.66	68,099.10
		<u>616,841.47</u>	<u>599,639.89</u>
Reserve for Receivables	Above	722,945.91	809,947.36
Fund Balance	D-1	184,236.02	317,229.54
		<u>1,524,023.40</u>	<u>1,726,816.79</u>
 <u>Capital Fund</u>			
Serial Bonds Payable	D-13	4,140,000.00	4,632,000.00
Improvement Authorizations:			
Funded	D-16	1,708,726.69	1,831,998.46
Unfunded	D-16	2,101,567.68	1,808,881.25
Reserve for Amortization	D-17	16,027,788.43	15,535,788.43
Deferred Reserve for Amortization	D-18	197,250.00	180,000.00
Capital Improvement Fund	D-19	250.00	17,500.00
		<u>24,175,582.80</u>	<u>24,006,168.14</u>
		<u>\$ 25,699,606.20</u>	<u>\$ 25,732,984.93</u>
 Bonds and Notes Authorized but Not Issued	 D-20	 \$ 2,715,750.00	 \$ 2,388,000.00

See accompanying notes to financial statements.

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

COMPARATIVE STATEMENTS OF OPERATIONS  
AND CHANGES IN FUND BALANCE - OPERATING FUND

D-1

	<u>Ref.</u>	<u>Year 2010</u>	<u>Year 2009</u>
<u>Revenue and Other Income</u>			
Water Rents	D-2	\$ 6,832,034.86	\$ 6,848,029.61
Miscellaneous Revenue Anticipated	D-2	117,745.66	122,993.96
Other Credits to Income:			
Appropriation Reserves Lapsed	D-11	343,533.93	269,458.61
Accounts Payable Cancelled			1,874.31
Water Rent Overpayments Cancelled	D-15	189.53	
		<u>7,293,503.98</u>	<u>7,242,356.49</u>
 <u>Expenditures</u>			
Budget and Emergency Appropriations:			
Operations:			
Salaries and Wages		2,160,000.00	1,974,750.00
Other Expenses		342,750.00	335,200.00
Other Operations		3,869,600.00	3,828,765.00
Debt Service		666,547.50	765,913.53
Statutory Expenditures		237,600.00	331,600.00
	D-3	<u>7,276,497.50</u>	<u>7,236,228.53</u>
Excess in Revenue		17,006.48	6,127.96
 <u>Fund Balance</u>			
Balance January 1	D	<u>317,229.54</u>	<u>561,101.58</u>
		334,236.02	567,229.54
 Decreased by:			
Anticipated as Current Fund Revenue	D-4	<u>150,000.00</u>	<u>250,000.00</u>
Balance December 31	D	<u>\$ 184,236.02</u>	<u>\$ 317,229.54</u>

See accompanying notes to financial statements.

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

STATEMENT OF REVENUE

D-2

	<u>Ref.</u>	<u>Anticipated</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
Water Rents	D-1,7	\$ 7,156,161.00	\$ 6,832,034.86	\$ (324,126.14)
Miscellaneous Revenue	D-1,Below	<u>123,884.00</u>	<u>117,745.66</u>	<u>(6,138.34)</u>
	D-3	<u>\$ 7,280,045.00</u>	<u>\$ 6,949,780.52</u>	<u>\$ (330,264.48)</u>
 <u>Analysis of Miscellaneous Revenue</u>				
Treasurer:				
Interest on Investments	D-4		\$ 1,995.63	
Collector:				
Other Miscellaneous		\$ 9,648.36		
Meter Sales		1,375.00		
Cost of Lien Sale		2,117.35		
Interest on Delinquent Rents		101,453.78		
NSF Check Charge		<u>727.00</u>		
	D-6		115,321.49	
Interfunds Receivable:				
Interest on Investments	D-10		<u>428.54</u>	
	Above		<u>\$ 117,745.66</u>	

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See accompanying notes to financial statements.

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

STATEMENT OF EXPENDITURES

D-3

	Appropriations		Paid or Charged	Expended		
	Adopted Budget	Modified Budget		Encumbered	Reserved	Cancelled
Operating						
Salaries and Wages	\$2,060,000.00	\$2,160,000.00	\$2,046,174.03	\$113,825.97	\$	
Other Expenses	267,750.00	342,750.00	226,256.60	59,329.16	57,164.24	
Operation of Water Wells	200.00	200.00			200.00	
Purchase of Water	709,000.00	719,000.00	535,927.89	43,841.94	139,230.17	
Bloomfield Share - Wanaque Cost North	1,073,000.00	1,052,800.00	1,052,759.56		40.44	
Bloomfield Share - Wanaque Cost South	1,100,000.00	1,122,600.00	1,122,567.28		32.72	
Group Insurance for Employees	575,000.00	575,000.00	575,000.00			
Liability Insurance	200,000.00	200,000.00	150,000.00		50,000.00	
Workers' Compensation	200,000.00	200,000.00	174,855.18		25,144.82	
Debt Service						
Bond Principal	492,000.00	492,000.00	492,000.00			
Interest on Bonds	178,095.00	178,095.00	174,547.50			3,547.50
Statutory Expenditures						
Public Employees' Retirement System	175,000.00	32,600.00			32,600.00	
Social Security System	225,000.00	180,000.00	155,017.19		24,982.81	
Unemployment Compensation Insurance	25,000.00	25,000.00	25,000.00			
	<u>\$7,280,045.00</u>	<u>\$7,280,045.00</u>	<u>\$6,730,105.23</u>	<u>\$103,171.10</u>	<u>\$443,221.17</u>	<u>\$3,547.50</u>
Reference		D-2	Below	D	D	Below
Ref.						
Adopted Budget	Above	\$7,280,045.00	\$			
Cancelled	Above	(3,547.50)				
Cash Disbursements	D-4	6,555,557.73				
Accrued Interest Payable	D-14	174,547.50				
	D-1, Above	<u>\$7,276,497.50</u>	<u>\$6,730,105.23</u>			

See accompanying notes to financial statements.

TOWNSHIP OF BLOOMFIELD  
CAPITAL FIXED ASSETS

COMPARATIVE BALANCE SHEETS

E

<u>ASSETS</u>	Balance <u>Dec. 31, 2010</u>	Balance <u>Dec. 31, 2009</u>
Land and Buildings	\$ 20,483,683.00	\$ 20,483,683.00
Furniture and Fixtures	337,534.00	337,534.00
Vehicles	5,234,757.00	5,170,245.00
Machinery and Equipment	<u>3,039,840.00</u>	<u>3,039,840.00</u>
	<u>\$ 29,095,814.00</u>	<u>\$ 29,031,302.00</u>
 <u>RESERVES</u>		
Investments in Capital Fixed Assets	<u>\$ 29,095,814.00</u>	<u>\$ 29,031,302.00</u>

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See accompanying notes to financial statements.

**NOTES TO FINANCIAL STATEMENTS**

## TOWNSHIP OF BLOOMFIELD

### NOTES TO FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2010

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

##### A. Reporting Entity

The Township is managed under the policies of the Mayor and Township Council which are elected by the people for three-year terms. The terms of the governing body are staggered so that in one election year the Mayor and three Councilmen-at-large are elected; in the second year, one Councilman representing each of the three wards is elected; and in the third year, no members of the governing body are elected. Elections are conducted on a partisan basis, with the political parties nominating candidates in the primary election, and the voters electing candidates in the general election from amongst the persons nominated in the primary election.

The Mayor is the presiding officer of the Township Council and is Chief Executive of the community. The Township Council serves as the governing body of the Township, and has the power to organize and regulate the internal affairs of the Township. The governing body adopts the Township's budget, authorizes the issuance of bonds and other obligations, levies taxes, and appropriates and authorizes expenditure of Township monies. The Mayor and Township Council appoint the Township Administrator and all other Township employees, as well as appointees to Boards, Commissions and Committees. The Mayor and Township Council, in addition to establishing the policies under which the Township is managed, are a local legislature and have the power to adopt, amend, and repeal such ordinances and resolutions as may be required for the good government of the Township.

The Township Administrator is responsible for the preparation of the municipal budget document for the consideration of the governing body. The Administrator is responsible for maintenance of sound personnel policies and administrative practices, as well as the implementation of the policies of the Mayor and Township Council, and the running of the local government on a day-to-day basis.

Governmental Accounting Standards Board (GASB) Statement No. 14 establishes certain standards for defining and reporting on the financial reporting entity. In accordance with these standards, the reporting entity should include the primary government and those component units that are fiscally accountable to the primary government. The financial statements of the Township of Bloomfield include every board, body, officer or commission supported and maintained wholly or in part by funds appropriated by the Township, as required by the provisions of N.J.S. 40A:5-5.

##### Description of Funds

The Governmental Accounting Standards Board (GASB) is the recognized standard setting body for establishing governmental accounting and financial reporting principles. The GASB establishes seven fund types and two account groups to be used by governmental units when reporting financial position and results of operations in accordance with generally accepted accounting principles (GAAP).

## **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **B. Description of Funds (Continued)**

The accounting policies of the Township of Bloomfield conform to the accounting principles applicable to municipalities that have been prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such principles and practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Under this method of accounting, the Township of Bloomfield accounts for its financial transactions through the following separate funds that differ from the fund structure required by generally accepted accounting principles:

Current Fund - Encompasses resources and expenditures for basic governmental operations. Fiscal activity of Federal and State grant programs are reflected in a segregated section of the Current Fund.

Trust Funds - The records of receipts, disbursements and custodianship of monies in accordance with the purpose for which each account was created are maintained in Trust Funds. These include the Animal Control Trust Fund and General Trust Fund. The General Trust Fund encompasses accounts of activity for Federal Housing and Urban Development Grants, Payroll Deductions, Self-Insurance Reserves, Special Deposits and other purposes.

General Capital Fund - The receipts and expenditure records for the acquisition of general infrastructure and other capital facilities, other than those acquired in the Current Fund, are maintained in this Fund, as well as, related long-term debt accounts.

Utility Fund - The Water Utility is treated as a separate entity. It maintains its own Operating and Capital Funds which reflect revenue, expenditures, stewardship, acquisitions of utility infrastructure and other capital facilities, debt service, long-term debt and other related activity.

Public Assistance Trust Fund - Receipts and disbursements of funds that provide assistance to certain residents of the Township of Bloomfield pursuant to the provisions of Title 44 of the New Jersey statutes are maintained in the Public Assistance Trust Fund. The Trust Fund has been closed and administration of the General Assistance Program was transferred to the County of Essex effective April 1, 1998.

Free Public Library - Budget Appropriations and State Aid are transferred to the Free Public Library bank account and are expended with the approval of the Library for its purposes. Interest on investments, Library fines and other revenue are retained by the Library and expended therefrom. The Library is the subject of a separate audit report.

Capital Fixed Assets - These accounts reflect estimated valuations of land, buildings and certain movable fixed assets of the Township as discussed under the caption of "Basis of Accounting".

### **C. Basis of Accounting**

The accounting principles and practices prescribed for municipalities by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, differ in certain respects from generally accepted accounting principles. The accounting system is maintained on the modified accrual basis with certain exceptions. Significant accounting policies in New Jersey are summarized as follows:

#### **Property Taxes and Other Revenue**

Property taxes and other revenue are realized when collected in cash or approved by regulation for accrual from certain sources of the State of New Jersey and the Federal Government. Accruals of taxes and other revenue are otherwise deferred as to realization by the establishment of offsetting reserve accounts. GAAP requires such revenue to be recognized in the accounting period when they become susceptible to accrual, reduced by an allowance for doubtful accounts.

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### C. Basis of Accounting (Continued)

#### Grant Revenue

Federal and State grants, entitlements or shared revenue received for purposes normally financed through the Current Fund are recognized when anticipated in the Township of Bloomfield's budget. GAAP requires such revenue to be recognized in the accounting period when they become susceptible to accrual.

#### Expenditures

Expenditures for general and utility operations are generally recorded on the accrual basis. Unexpended appropriation balances, except for amounts that may have been cancelled by the governing body or by statutory regulation, are automatically recorded as liabilities at December 31<sup>st</sup> of each year, under the title of "Appropriation Reserves". Amounts unexpended at the end of the second year are lapsed and are recorded as income.

Grant appropriations are charged upon budget adoption to create separate spending reserves.

Budgeted transfers to the Capital Improvement Fund are recorded as expenditures to the extent permitted by law.

Expenditures from Trust and Capital Funds are recorded upon occurrence and charged to accounts statutorily established for specific purposes.

Budget Appropriations for interest on General Capital Long-Term Debt is raised on the cash basis and is not accrued on the records; interest on Utility Debt is raised on the accrual basis and so recorded.

GAAP requires expenditures to be recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt, which should be recognized when due.

#### Encumbrances

As of January 1, 1986 all local units were required by Technical Accounting Directive No. 85-1, as promulgated by the Division of Local Government Services, to maintain an encumbrance accounting system. The directive states that contractual orders outstanding at December 31<sup>st</sup> are reported as expenditures through the establishment of an encumbrance payable. Encumbrances do not constitute expenditures under GAAP.

#### Appropriation Reserves

Appropriation reserves are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding year. Lapsed appropriation reserves are recorded as additions to income. Appropriation reserves do not exist under GAAP.

#### Compensated Absences

Expenditures relating to obligations for unused vested accumulated sick pay are not recorded until paid. GAAP requires that the amount that would normally be liquidated with expendable available financial resources be recorded as an expenditure in the operating funds and the remaining obligations be recorded as a long-term obligation.

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

C. **Basis of Accounting (Continued)**

**Property Acquired for Taxes**

Property Acquired for Taxes (Foreclosed Property) is recorded in the Current Fund at the assessed valuation during the year when such property was acquired by deed or foreclosure and is offset by a corresponding reserve account. GAAP requires such property to be recorded in the capital fixed assets at market value on the date of acquisition.

**Self-Insurance Contributions**

Contributions to self-insurance funds are charged to budget appropriations. GAAP requires that payments be accounted for as an operating transfer and not as an expenditure.

**Interfunds Receivable**

Interfunds Receivable in the Current Fund are generally recorded with offsetting reserves that are established by charges to operations. Collections are recognized as income in the year that the receivables are realized. Interfunds Receivable of all other funds are recorded as accrued and are not offset with reserve accounts. Interfunds Receivable of one fund are offset with Interfunds Payable of the opposite fund. GAAP does not require the establishment of an offsetting reserve.

**Inventories of Supplies**

Materials and supplies purchased by all funds are recorded as expenditures.

An annual inventory of materials and supplies for the Water Utility is required, by regulation, to be prepared by Township personnel for inclusion on the Water Utility Operating Fund balance sheet. Annual changes in valuations, offset with a Reserve Account, are not considered as affecting results of operations. The inventory of material and supplies for the Water Utility was fully depleted at December 31, 2009. Materials and supplies of other funds are not inventoried nor included on their respective balance sheets.

**Capital Fixed Assets**

**General:**

In accordance with Technical Accounting Directive No. 85-2, Accounting for Governmental Fixed Assets, as promulgated by the Division of Local Government Services, which differs in certain respects from generally accepted accounting principles, the Township of Bloomfield has developed a fixed asset accounting and reporting system.

Capital fixed assets used in governmental operations (general fixed assets) are accounted for in the Capital Fixed Assets. Public domain ("infrastructure") general fixed assets consisting of certain improvements other than buildings, such as roads, bridges, curbs and gutters, streets and sidewalks and drainage systems are not capitalized.

Acquisitions of land, buildings, machinery, equipment and other capital assets are recorded on a perpetual fixed asset record.

Vehicles, furniture, equipment and other items are reflected at replacement values at time of inventory preparation. Additions to the established fixed assets are valued at cost. Land and buildings are reflected at 1987 assessed valuations adjusted by the County's 1987 ratio of 38.92% to true value.

Depreciation of assets is not recorded as an operating expense of the Township.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**C. Basis of Accounting (Continued)**

**Capital Fixed Assets (Continued)**

***Utilities:***

Capital acquisitions, including utility infrastructure costs of the Water Utility, are recorded at cost upon purchase or project completion in the Fixed Capital Account of the utility. The Fixed Capital Accounts are adjusted for dispositions or abandonments. The accounts include movable fixed assets of the Utility but are not specifically identified and are considered as duplicated in the Capital Fixed Assets. The duplication is considered as insignificant on its effect on the financial statements taken as a whole.

Utility improvements that may have been constructed by developers are not recorded as additions to Fixed Capital.

Fixed Capital of the Utility are offset by accumulations in Amortization Reserve Accounts. The accumulations represent costs of fixed assets purchased with budgeted funds or acquired by gift as well as grants, developer contributions or liquidations of related bonded debt and other liabilities incurred upon fixed asset acquisition.

The Fixed Capital Accounts reflected herein are as recorded in the records of the municipality and do not necessarily reflect the true condition of such Fixed Capital. The records consist of a control account only. Detailed records are not maintained.

**D. Basic Financial Statements**

The GASB Codification also defines the financial statements of a governmental unit to be presented in the general purpose financial statements to be in accordance with GAAP. The Township of Bloomfield presents the financial statements listed in the table of contents which are required by the Division of Local Government Services and which differ from the financial statements required by GAAP. In addition, the Division requires the financial statements listed in the table of contents to be referenced to the supplementary schedules. This practice differs from GAAP.

**2. CASH, CASH EQUIVALENTS AND INVESTMENTS**

**A. Cash and Cash Equivalents**

New Jersey statutes permit the deposit of public funds in institutions located in New Jersey, which are insured by the Federal Deposit Insurance Corporation (FDIC) or any other agencies of the United States that insures deposits or the State of New Jersey Cash Management Fund.

The State of New Jersey Cash Management Fund is authorized by statute and regulations of the State Investment Council to invest in fixed income and debt securities that mature or are redeemed within one year. Twenty-five percent of the Fund may be invested in eligible securities that mature within two years provided, however, the average maturity of all investments in the Fund shall not exceed one year. Collateralization of Fund investments is generally not required.

In addition, by regulation of the Division of Local Government Services, municipalities are allowed to deposit funds in the Municipal Bond Insurance Association (MBIA) through their investment company, the Municipal Investors Service Corporation.

## **2. CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)**

### **A. Cash and Cash Equivalents (Continued)**

In accordance with the provisions of the Governmental Unit Deposit Protection Act of New Jersey, public depositories are required to maintain collateral for deposits of public funds that exceed insurance limits as follows:

The market value of the collateral must equal five percent of the average daily balance of public funds or

If the public funds deposited exceed 75 percent of the capital funds of the depository, the depository must provide collateral having a market value equal to 100 percent of the amount exceeding 75 percent.

All collateral must be deposited with the Federal Reserve Bank, The Federal Home Loan Bank Board or a banking institution that is a member of the Federal Reserve System and has capital funds of not less than \$25,000,000.00.

### **B. Investments**

New Jersey statutes permit the Township to purchase the following types of securities:

- Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America. This includes instruments such as Treasury bills, notes and bonds.
- Government money market mutual funds.
- Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
- Bonds or other obligations of the local unit or school districts of which the local unit is a part.
- Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments.
- Local government investment pools, such as New Jersey CLASS, and the New Jersey Arbitrage Rebate Management Program.
- New Jersey State Cash Management Fund.
- Repurchase agreements of fully collateralized securities, subject to special conditions.
- In addition, a variety of State Laws permit Local Government to invest in a wide range of obligations issued by State Government and its agencies.

A Confidential Funds Account maintained by the Police Department was established July 2006 for the purpose of police investigation expenses. The account was mandated by the County of Essex for the purpose of confidentiality in connection with expenditures related to law enforcement. The above account is not reflected in the financial statements of the audit.

As of December 31, 2010, the Township had funds invested and on deposit in checking. These funds constitute "deposit with financial institutions" as defined by GASB Statement No. 3 and amended by GASB No. 40.

### 3. TAXES AND TAX TITLE LIENS RECEIVABLE

Property assessments are determined on true values and taxes are assessed based upon these values. The residential tax bill includes the levies for the Township, County and School (and any special districts) purposes. Certified adopted budgets are submitted to the County Board of Taxation by each taxing district. The tax rate is determined by the board upon the filing of these budgets.

The tax bills are mailed by the Tax Collector annually in June and are payable in four quarterly installments due the first of August and November of the current year and a preliminary billing due the first of February and May of the subsequent year. The August and November billings represent the third and fourth quarter installments and are calculated by taking the total year tax levy less the preliminary first and second quarter installments due February and May. The preliminary levy is based on one-half of the current year's total tax.

Tax installments not paid by the above due dates are subject to interest penalties determined by a resolution of the governing body. The rate of interest in accordance with the aforementioned resolution is 8% per annum on the first \$1,500 of delinquency and 18% on any delinquency in excess of \$1,500. The resolution also sets a grace period of ten days before interest is calculated. In addition, any delinquency in excess of \$10,000 at the end of the calendar year is subject to a 6% penalty on the unpaid balance.

Taxes unpaid on the 11th day of the eleventh month in the fiscal year when the taxes become in arrears are subject to the tax sale provisions of the New Jersey statutes. The municipality may institute in rem foreclosure proceedings after six months from the date of the sale if the lien has not been redeemed.

The following is a five-year comparison of certain statistical information relative to property taxes and property tax collections for the current and previous four years.

#### Comparative Schedule of Tax Rates

	<u>2010*</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>
Tax Rate	<u>\$3.077</u>	<u>\$6.095</u>	<u>\$ 5.892</u>	<u>\$ 5.45</u>	<u>\$ 5.11</u>
Apportionment of Tax Rate:					
Municipal	\$ 1.164	\$2.240	\$ 2.159	\$ 1.94	\$ 1.79
Municipal Open Space	0.010	0.010	0.010	0.01	0.01
County	0.464	0.952	0.952	0.90	0.88
County Open Space	0.018	0.038	0.039	0.02	0.02
School	1.421	2.855	2.732	2.58	2.41

#### Net Valuation Taxable

<u>Year</u>	<u>Amount</u>
2010 *	\$ 4,364,017,800.00
2009	2,075,455,300.00
2008	2,082,016,600.00
2007	2,082,553,700.00
2006	2,086,728,800.00

\*A revaluation was performed in 2009 and became effective in 2010.

**3. TAXES AND TAX TITLE LIENS RECEIVABLE (Continued)**

**Comparison of Tax Levies and Collections**

<u>Year</u>	<u>Tax Levy</u>	<u>Collections</u>	<u>Percentage of Collections</u>
2010	\$ 134,898,494.20	\$ 132,337,185.51	98.10 %
2009	126,946,407.31	124,278,725.45	97.89
2008	123,228,670.10	120,515,564.54	97.79
2007	113,955,402.39	111,773,914.78	98.09
2006	107,065,370.69	105,086,259.42	98.15

**Delinquent Taxes and Tax Liens**

<u>Year</u>	<u>Amount of Tax Title Liens</u>	<u>Amount of Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2010	\$130,707.76	\$2,514,744.80	\$2,645,452.60	1.96 %
2009	25,261.45	2,666,885.05	2,692,146.50	2.12
2008	9,451.08	2,471,084.58	2,480,535.66	2.01
2007	8,971.48	2,195,182.47	2,204,153.95	1.93
2006	8,012.28	2,119,242.61	2,127,254.89	1.98

**4. PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION**

The value of property acquired by liquidation of tax title liens, on the basis of the last assessed valuation of such properties in the year of acquisition, was as follows:

<u>Year</u>	<u>Amount</u>
2010	\$ 168,200.00
2009	168,200.00
2008	180,500.00
2007	180,500.00
2006	180,500.00

**5. WATER CONSUMER ACCOUNTS RECEIVABLE**

The Township of Bloomfield maintains a utility fund for the billing and collection of water rents. The Township is divided into six sections for the purposes of billings, which are done on a bi-monthly basis.

A comparison of Water Utility billings and collections for the past five years are as follows:

<u>Year</u>	<u>Billing</u>	<u>Collection</u>
2010	\$ 6,745,033.41	\$ 6,832,034.86
2009	6,817,805.79	6,848,029.61
2008	6,606,575.11	7,100,717.87
2007	6,496,311.80	6,482,408.60
2006	6,341,221.28	6,204,925.66

Realization of prior year unpaid balances are included in the collections above.

**6. FUND BALANCES APPROPRIATED**

	<u>Year</u>	<u>Balance December 31</u>	<u>Utilized in Budgets of Succeeding Year</u>
Current Fund:	2010	\$ 3,581,659.30	\$ 3,000,000.00
	2009	3,360,341.07	3,000,000.00
	2008	3,872,762.57	1,200,000.00
	2007	3,370,885.58	2,701,600.00
	2006	1,620,674.95	1,136,000.00
Water Utility Operating Fund:	2010	184,236.02	-
	2009	317,229.54	150,000.00 *
	2008	561,101.58	250,000.00 *
	2007	717,322.67	500,000.00 *
	2006	1,281,729.06	1,200,000.00 *

\*Amount anticipated as revenue in Current Fund Budget.

**7. PENSION PLANS**

Description of Systems

Substantially all of the Township's employees participate in one of the following contributory defined benefit public employee retirement systems which have been established by State statute: the Public Employees' Retirement System (PERS) or the Police and Firemen's Retirement System (PFRS). In addition, the Township contributes to the Consolidated Police and Firemen's Pension Fund. These systems are sponsored and administered by the New Jersey Division of Pensions and Benefits. The Public Employees' Retirement System and the Police and Firemen's Retirement System are considered cost sharing multiple-employer plans.

Public Employees' Retirement System:

The Public Employees' Retirement System (PERS) was established in January, 1955 under the provisions of N.J.S.A. 43:15A to provide coverage including post-retirement health care to substantially all full-time employees of the State or any county, municipality, school district or public agency provided the employee is not a member of another State-administered retirement system. Membership is mandatory for such employees and vesting occurs after 8 to 10 years of service and 25 years for health care coverage. Members are eligible for retirement at age 60 with an annual benefit generally determined to be 1/55th of the average annual compensation for the highest three fiscal years' compensation for each year of membership during years of creditable service. Pension benefits for members enrolled in the system after May 21, 2010 would be based on 1/60<sup>th</sup> of the average annual compensation for the last five years of service or any five fiscal years of membership that provide the largest benefit to the member or the member's beneficiary. Early retirement is available to those under age 60 with 25 or more years of credited service. Anyone who retires early and is under age 55 receives retirement benefits as calculated in the above-mentioned formula but at a reduced rate (one quarter of one percent for each month the member lacks of attaining age 55).

**7. PENSION PLANS (Continued)**

**Description of Systems (Continued)**

Police and Firemen's Retirement System:

The Police and Firemen's Retirement System (PFRS) was established in July 1944, under the provisions of N.J.S.A. 43:16A to provide coverage to substantially all full-time county and municipal police or firemen and State firemen appointed after June 30, 1944. Membership is mandatory for such employees. Members may opt for service retirement if over age 55 or special retirement at any age if they have a minimum of 25 years of service or 20 years of service if enrolled in the PFRS as of January 18, 2000. Retirement benefits vary depending on age and years of service.

Chapter 428, Public Law of 1999, effective January 18, 2000, allows a member, age 55 and older with 20 or more years of service, to retire with a benefit equaling 50% of final compensation, in lieu of the regular retirement allowance available to the member. Final compensation means the compensation received by the member in the last twelve months of creditable service preceding retirement.

In addition, a member of the system as of the effective date of this law may retire with 20 or more years of service with a retirement allowance of 50% of final compensation, regardless of age, and, if required to retire because of attaining the mandatory retirement age of 65, an additional 3% of final compensation for every additional year of creditable service up to 25 years.

Consolidated Police and Firemen's Pension Fund:

The Consolidated Police and Firemen's Retirement System (CPFPPF) is a closed system with no active members and was established in January 1952 to provide coverage to municipal police and firemen who were appointed prior to July 1, 1944.

**Contributions Required and Made**

Contributions made by employees for PERS and PFRS are currently 5.5% and 8.5% of their base wages, respectively. Employer contributions are actuarially determined on an annual basis by the Division of Pensions. Contributions to the plan for the past four (4) years are as follows:

Year	PERS		PFRS	
	Township	Employees	Township	Employees
2010	\$ 494,439.62	\$ 730,221.00	\$ 1,729,194.22	\$ 4,547,736.00
2009	357,607.00	503,566.68	2,333,124.00	1,744,275.65
2008	466,873.60 *	645,061.00	4,171,976.00	1,715,342.04
2007	482,428.00 *	414,636.09	3,506,486.00 *	1,646,730.24

\*Credits applied under the provisions of the Pension Security Act are detailed as follows:

	2010	2009	2008	2007
Public Employees' Retirement System	\$	\$	\$ 129,012.20	\$ 192,971.20
Police and Firemen's Retirement System				701,297.20
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 129,012.20</u>	<u>\$ 894,268.40</u>

## **7. PENSION PLANS (Continued)**

### **Contributions Required and Made (Continued)**

The Township of Bloomfield, in accordance with the provisions of Public Law 2009, c. 19 (S21), elected by resolution of the governing body to defer the 50% of their 2009 normal and accrued pension liability for the PERS and PFRS pension retirement system obligation in the amount of \$2,442,236.00. This deferred pension liability will be repaid over a 15 year period starting in April 2012.

## **8. DEFINED CONTRIBUTION RETIREMENT PROGRAM**

### **Description of System**

The Defined Contribution Retirement Program (DCRP) was established on July 1, 2007 for certain public employees under the provisions of Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007. The program provides eligible members, with a minimum base salary of \$1,500.00 or more, with a tax-sheltered, defined contribution retirement benefit, in addition to life insurance and disability coverage. If the eligible elected or appointed official will earn less than \$5,000.00 annually, the official may choose to waive participation in the DCRP for that office or position. This waiver is irrevocable.

As of May 21, 2010, the minimum base salary required for eligibility in the DCRP was increased to \$5,000.00.

The DCRP is jointly administered by the Division of Pensions and Benefits and Prudential Financial.

This retirement program is a new pension system where the value of the pension is based on the amount of the contribution made by the employee and employer and through investment earnings. It is similar to a Deferred Compensation Program where the employee has a portion of tax deferred salary placed into an account that the employee manages through investment options provided by the employer.

The law requires that three classes of employees enroll in the DCRP, detailed as follows:

- All elected officials taking office on or after July 1, 2007, except that a person who is reelected to an elected office held prior to that date without a break in service may remain in the Public Employees' Retirement System (PERS).
- A Governor appointee with the advice and consent of the Legislature or who serves at the pleasure of the Governor only during that Governor's term of office.
- Other employees commencing service after July 1, 2007, pursuant to an appointment by an elected official or elected government body which include the statutory untenured chief administrative officer such as the Business Administrator, County Administrator or Municipal or County Manager, Department Heads, Legal Counsel, Municipal or County Engineer, Municipal Prosecutor and the Municipal Court Judge.

Notwithstanding the foregoing requirements other employees who hold a professional license or certificate or meet other exceptions are permitted to remain to join or remain in PERS.

### **Contributions Required and Made**

Contributions made by employees for DCRP are currently at 5.5% of their base wages. Member contributions are matched by a 3.0% employer contribution.

During the year 2010, there were no officials or employees enrolled in the DCRP.

**9. MUNICIPAL DEBT**

The Local Bond Law governs the issuance of bonds and notes to finance general capital expenditures. All bonds are retired in serial installments within the statutory period of usefulness. Bonds issued by the Township are general obligation bonds, backed by the full faith and credit of the Township. Pursuant to N.J.S.A. 40A:2-8, bond anticipation notes, which are issued to temporarily finance capital projects, cannot be renewed past the third anniversary unless an amount equal to at least the first legal requirement is paid prior to each anniversary and must be paid off within ten years and five months or retired by the issuance of bonds.

**Summary of Municipal Debt (Excluding Current and Operating Debt)**

	<u>Year 2010</u>	<u>Year 2009</u>	<u>Year 2008</u>
<u>Issued</u>			
General:			
Bonds and Notes	\$ 17,989,000.00	\$ 18,814,000.00	\$ 19,574,000.00
Loans	448,857.08	436,193.87	539,599.38
Bond Anticipation Notes	14,693,452.00	10,275,732.00	1,136,396.00
Water Utility:			
Bonds and Notes	4,657,000.00	4,632,000.00	5,207,000.00
Total Issued	<u>37,788,309.08</u>	<u>34,157,925.87</u>	<u>26,456,995.38</u>
<u>Authorized but Not Issued</u>			
General:			
Bonds and Notes	10,544,419.57	13,150,956.57	20,372,567.57
Water Utility:			
Bonds and Notes	<u>2,715,750.00</u>	<u>2,388,000.00</u>	<u>2,388,000.00</u>
Total Authorized but Not Issued	<u>13,260,169.57</u>	<u>15,538,956.57</u>	<u>22,760,567.57</u>
	<u>\$ 51,048,478.65</u>	<u>\$ 49,696,882.44</u>	<u>\$ 49,217,562.95</u>

**Summary of Statutory Debt Condition - Annual Debt Statement**

The summarized statement of debt condition that follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicates a statutory net debt of 0.881%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local School District Debt	\$ 44,994,160.00	\$ 44,994,160.00	\$
Water Utility Debt	6,855,750.00	6,855,750.00	
General Debt:			
General	44,752,328.65		44,752,328.65
Guaranteed by Outside Agency	<u>16,180,000.00</u>	<u>16,180,000.00</u>	
	<u>\$ 112,782,238.65</u>	<u>\$ 68,029,910.00</u>	<u>\$ 44,752,328.65</u>

Net debt, \$44,752,328.65, divided by Equalized Valuation Basis per N.J.S. 40A:2-2 \$5,077,940,725.67 equals 0.881%.

9. **MUNICIPAL DEBT (Continued)**

**Borrowing Power Under N.J.S. 40A:2-6 as Amended**

3 1/2% Equalized Valuation Basis	\$ 177,727,925.40
Net Debt	<u>44,752,328.65</u>
Remaining Borrowing Power	<u>\$ 132,975,596.75</u>

**School Debt Deductions**

School debt is deductible up to the extent of 4.0% of the Average Equalized Assessed Valuations of real property for the Local School District.

**Calculation of "Self-Liquidating Purposes" Water Utility per N.J.S. 40A:2-45**

Fund Balance and Cash Receipts from Fees, Rents or Other Charges for Year		\$ 6,949,780.52
Deductions:		
Operating and Maintenance Cost	\$ 6,609,950.00	
Debt Service per Water Utility Operating Fund	<u>666,547.50</u>	
		<u>7,276,497.50</u>
Deficit in Revenue		<u>\$ (326,716.98)</u>

There being a deficit in revenue, all Water Utility Debt is deductible for Debt Statement purposes.

The foregoing debt information is in agreement with the Annual Debt Statement filed by the Chief Financial Officer, except for minor changes in the calculation of self-liquidating purposes.

As of December 31, 2010, the Township's long-term debt consisted of the following:

General Bonds

\$5,255,000.00, 2005 Refunding Bonds due in annual installments of \$685,000.00 to \$760,000.00 through February 2015, interest at 3.00% to 4.00%	\$ 3,590,000.00
\$14,474,000.00, 2007 Bonds due in annual installments of \$75,000.00 to \$1,549,000.00 through June 2024, interest at 4.125% to 4.250%	<u>14,399,000.00</u>
	<u>\$17,989,000.00</u>

Water Utility Bonds

\$2,255,000.00, 2005 Refunding Bonds due in annual installments of \$300,000.00 to \$325,000.00 through June 2015, interest at 3.00% to 4.00%	\$ 1,540,000.00
\$2,772,000.00, 2007 Bonds due in annual installments of \$172,000.00 to \$300,000.00 through June 2020, interest at 4.125%	<u>2,600,000.00</u>
	<u>\$ 4,140,000.00</u>

**9. MUNICIPAL DEBT (Continued)**

**Intergovernmental Loans Payable**

The Township has an outstanding loan agreement with the New Jersey Economic Development Authority Petroleum UST Remediation, Upgrade and Closure Fund Public Loan Program.

Resolution dated April 3, 2000 is for Petroleum UST Remediation, Upgrade and Closure Fund Loan dated February 22, 2000 at a zero per centum (0%) per annum in the amount of \$869,246.00 for a period of up to 10 years. The balance of the loan as of December 31, 2010 is in the amount of \$86,924.60.

The Township has three outstanding Garden State Green Acres Preservation Trust Fund loans with the State of New Jersey, Department of Environmental Trust as follows:

Halcyon Park Redevelopment loan #0702-01-052 at a rate of 2% for a term of 20 years in the amount of \$105,000.00 with semi-annual loan repayments of \$3,264.62 made on January 13th and July 13th of each year through January 2027. \$ 91,375.64

Halcyon Park Redevelopment loan #0702-01-052A at a rate of 2% for a term of 20 years in the amount of \$26,355.98 with semi-annual loan repayments of \$819.45 made on January 5th and July 5th of each year through July 2027. 23,520.39

Clark's Pond loan #0702-04-040 at a rate of 2% for a term of 20 years in the amount of \$250,000.00 with semi-annual loan repayments of \$7,772.90 made on January 16th and July 16th of each year through January 2027. 217,561.05

Bloomfield Skate Park loan #0702-05-023 at a rate of 2% for a term of 20 years in the amount of \$116,400.00 with semi-annual loan repayments of \$3,619.06 made on March 11th and September 11th of each year through March 2030. 116,400.00

**Bond Anticipation Notes**

Outstanding Bond Anticipation Notes are summarized as follows:

	<u>Original Issue</u>	<u>Interest Rate</u>	<u>Amount</u>
General Capital	11-20-08	1.04%	\$ 681,836.00
	01-22-09	1.50%	3,416,616.00
	07-23-09	1.75%	5,950,000.00
	06-24-10	2.00%	1,500,000.00
	11-23-10	1.04%	3,145,000.00
			<u>\$ 14,693,452.00</u>

9. *MUNICIPAL DEBT (Continued)*

*Bond Anticipation Notes (Continued)*

Statutory requirements for providing sums equivalent to legally payable installments for the redemption of notes (Budget Appropriations) and permanent funding (Bond Issues) are summarized as follows:

<u>Original Note Issued</u>	<u>Legal Installments Due</u>	<u>Permanent Funding Required as of May 1</u>
2008	2011 - 2018	2019
2009	2012 - 2019	2020
2010	2013 - 2020	2021

9. MUNICIPAL DEBT (Continued)

Schedule of Annual Debt Service for Principal and Interest for Loans and Bonded Debt Issued and Outstanding

Fiscal Year	Grand Total	General Obligation Municipal Bonds		Capital Improvement Loans		Water Utility Bonds				
		Total	Principal	Interest	Total	Principal	Interest	Total	Principal	Interest
2011	\$ 2,456,509.56	\$ 1,755,182.50	\$ 1,040,000.00	\$ 715,182.50	\$ 30,952.06	\$ 22,084.79	\$ 8,867.27	\$ 670,375.00	\$ 515,000.00	\$ 155,375.00
2012	2,406,068.91	1,705,232.50	1,030,000.00	675,232.50	30,952.03	22,528.68	8,423.35	669,884.38	535,000.00	134,884.38
2013	2,170,375.58	1,466,172.50	1,120,000.00	346,172.50	30,740.58	22,981.53	7,759.05	673,462.50	560,000.00	113,462.50
2014	2,149,794.04	1,473,191.25	1,165,000.00	308,191.25	30,752.79	23,443.45	7,309.34	645,850.00	555,000.00	90,850.00
2015	2,327,678.31	1,677,538.75	1,135,000.00	542,538.75	30,952.06	23,914.65	7,037.41	619,187.50	550,000.00	69,187.50
2016	2,031,097.06	1,696,520.00	1,200,000.00	496,520.00	30,952.06	24,395.34	6,556.72	303,625.00	250,000.00	53,625.00
2017	2,044,737.68	1,695,988.75	1,250,000.00	445,988.75	30,952.05	24,885.69	6,066.36	317,796.88	275,000.00	42,796.88
2018	2,055,284.55	1,693,395.00	1,300,000.00	393,395.00	30,952.05	25,385.90	5,566.15	330,937.50	300,000.00	30,937.50
2019	2,038,253.30	1,688,738.75	1,350,000.00	338,738.75	30,952.05	25,896.14	5,055.91	318,562.50	300,000.00	18,562.50
2020	2,019,159.56	1,682,020.00	1,400,000.00	282,020.00	30,952.06	26,416.66	4,535.40	306,187.50	300,000.00	6,187.50
2021	1,704,190.81	1,671,457.50	1,450,000.00	223,238.75	30,952.06	26,947.64	4,004.42			
2022	1,692,409.54	1,661,457.50	1,500,000.00	161,457.50	30,952.04	27,489.27	3,462.77			
2023	1,628,659.56	1,597,707.50	1,500,000.00	97,707.50	30,952.06	28,041.83	2,910.23			
2024	1,612,868.31	1,581,916.25	1,549,000.00	32,916.25	30,952.06	28,605.46	2,346.60			
2025	30,952.05				30,952.05	29,180.43	1,771.62			
2026	30,952.05				30,952.05	29,766.95	1,185.10			
2027	19,914.53				19,914.53	19,327.77	586.76			
2028	7,238.12				7,238.12	6,921.26	316.86			
2029	7,238.13				7,238.13	7,060.38	177.75			
2030	3,619.10				3,619.10	3,583.26	35.84			
	\$ 28,437,000.75	\$ 23,048,300.00	\$ 17,989,000.00	\$ 5,059,300.00	\$ 532,831.99	\$ 448,857.08	\$ 83,974.91	\$ 4,855,868.76	\$ 4,140,000.00	\$ 715,868.76

The above debt payment schedules were prepared on a cash basis.

The above Capital Improvement Loan Schedule was abstracted from the Debt Schedule provided by the New Jersey Department of Environmental Protection. Several interest items were adjusted by penny breakage amounts in order to balance with equal installments due.

The Remediation Loan is interest free and requires ten equal installments of principal payments.

**9. MUNICIPAL DEBT (Continued)**

**Bonds and Notes Authorized but Not Issued**

There were Bonds and Notes Authorized but Not Issued in the following amounts:

	Balance <u>Dec. 31, 2010</u>	Balance <u>Dec. 31, 2009</u>	Balance <u>Dec. 31, 2008</u>
General Capital Fund:			
General Improvements	<u>\$10,544,419.57</u>	<u>\$13,150,956.57</u>	<u>\$20,372,567.57</u>
Water Utility Capital Fund:			
General Improvements	<u>\$ 2,715,750.00</u>	<u>\$ 2,388,000.00</u>	<u>\$ 2,388,000.00</u>

**10. SCHOOL DEBT**

The Board of Education of the Township of Bloomfield is a Type II school district. The members of the Board of Education are elected by the voters of the school district on the third Tuesday in April. At each annual school election the Board of Education shall submit to the voters of the district the amount of money fixed and determined in its budget, excluding interest and debt redemption charges, to be voted upon for use of the public schools of the district for the ensuing school year.

**11. INTERFUND RECEIVABLES AND PAYABLES**

As of December 31, 2010, interfund receivables and payables that resulted from various interfund transactions were as follows:

<u>Fund</u>	<u>Due from Other Funds</u>	<u>Due to Other Funds</u>
Current Fund	\$ 135,928.75	\$ 1,561,148.81
State and Federal Grant Fund		135,928.75
General Trust Fund	1,561,104.81	
Animal Control Trust	<u>44.00</u>	
	<u>\$ 1,697,077.56</u>	<u>\$ 1,697,077.56</u>

**12. DEFERRED CHARGES TO BE RAISED IN SUCCEEDING YEARS' BUDGETS**

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2010, the following deferred charge is shown on the balance sheet, as indicated below:

	Balance <u>Dec. 31, 2010</u>	2011 Budget <u>Appropriations</u>	To be Funded in Future <u>Periods</u>
Current Fund:			
Special Emergency Appropriation	<u>\$1,105,600.00</u>	<u>\$ 285,400.00</u>	<u>\$ 820,200.00</u>

**13. DEBT GUARANTEED BY THE TOWNSHIP OF BLOOMFIELD**

The gross debt of the Bloomfield Parking Authority has been guaranteed by the Township of Bloomfield and is summarized as follows:

<u>Authority</u>	<u>Amount</u>
Parking Authority:	
Project Note	\$ 3,700,000.00
Revenue Bonds	<u>12,480,000.00</u>
	<u>\$ 16,180,000.00</u>

**14. DEFERRED COMPENSATION PLAN**

The Township of Bloomfield offers its employees a Deferred Compensation Plan created in accordance with the provisions of N.J.S. 43:15B-1 et seq., and the Internal Revenue Code, Section 457. The plan, available to all municipal employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency.

Statutory and regulatory requirements governing the establishment and operation of Deferred Compensation Plans have been codified in the New Jersey Administrative Code under the reference N.J.A.C. 5:37.

The "Small Business Job Protective Act of 1996" revised several provisions of Section 457 of the Internal Revenue Code. A provision of the act required that all existing plans be modified to provide that the funds be held for the exclusive benefit of the participating employees and their beneficiaries. The Township of Bloomfield authorized such modifications to their plan by resolution of the Township Council adopted September 15, 1997.

The Administrator for the Township of Bloomfield's Deferred Compensation Plan is the Great-West Life Assurance Company and VALIC.

**15. RISK MANAGEMENT**

The Township maintains self-insurance bank accounts reflecting the following balance as of December 31, 2010:

Primary Coverage Account in the Amount of	<u>\$984,618.48</u>
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Additionally, the Township maintains an excess workers' compensation and employer's liability policy with Municipal Excess Liability Joint Insurance Fund containing the following limits:

Workers' Compensation	\$2,000,000 of which the first \$200,000 is the Township's responsibility and in excess of \$200,000 is covered by National Union with no limit.
Employer's Liability	\$1,750,000 of which the first \$200,000 is the Township's responsibility and in excess of \$1,750,000 is covered by National Union with a maximum of \$5,000,000.

**16. CONTINGENT LIABILITIES**

**A. Compensated Absences**

The Township of Bloomfield has an Accrued Sick Policy Plan whereby eligible employees, upon retirement and 25 years of service, will receive the following:

Police and Fire:

(1) day's pay for every (3) days accrued sick leave, without limitation on the number of accrued sick leave days, and effective January 1, 1985 an additional (1) day's pay for every (4) days of accrued sick leave in excess of (200) days.

All Other Employees:

(1) day's pay for every (3) days accrued sick leave, without limitation on the number of accrued sick leave days. The non-union employees have a limitation of \$10,000 for accrued sick leave days.

At December 31<sup>st</sup>, based upon each years' pay rates for the past five years, Township officials have estimated the dollar value in unused sick days, vacation days and compensatory time accumulated. Subject to the limitations described above, these amounts could be due and payable to Township employees upon separation:

<u>Year</u>	<u>Amount</u>	<u>Number of Employees</u>
2010	\$ 5,151,035.50	*
2009	5,548,381.32	318
2008	5,777,109.83	331
2007	4,749,935.33	343
2006	4,811,514.25	340

\*Not available at time of audit.

The above amounts represent contingent liabilities and are not reflected on the financial statements. The figures for all years have been calculated by management and are unaudited.

**B. Tax Appeals**

As of June 23, 2011, there were ninety-three appeals pending before the New Jersey Tax Court with assessed valuations of \$184,342,600.00. Potential liability was \$632,000.68 and will be applied against the individual's future taxes. The Township has not established a Reserve for Tax Appeals.

Judgments favorable to the taxpayers generally extend to two years following the year judged and would also subject the Township to a liability for statutory interest based upon the amount of taxes refunded from the date of payment to the date of refund (R.S. 54:3-27.2).

**C. Federal and State Awards**

The Township participates in several federal and state grant programs which are governed by various rules and regulations of the grantor agencies, therefore, to the extent that the Township has not complied with the rules and regulations governing the grants, refunds of any money received may be required and the collectibility of any related receivable at December 31, 2010 may be impaired. In the opinion of management, there are no significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provisions have been recorded in the accompanying statutory basis financial statements for such contingencies.

**16. CONTINGENT LIABILITIES (Continued)**

**D. Litigation**

The Township Attorney's letter indicated that there are several claims against the Township. These cases are in early discovery and the outcome cannot be determined at this time.

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

CASH RECEIPTS, DISBURSEMENTS AND RECONCILIATION - TREASURER

A-4

	<u>Ref.</u>	<u>Current Fund</u>		<u>Federal and State Grant Fund</u>
Balance December 31, 2009	A	\$ 11,474,592.59		\$
Increased by Cash Receipts:				
Nonbudget Revenue	A-2b	\$ 743,481.52		\$
Transfer from Collector	A-5	136,129,596.84		
Revenue Accounts Receivable	A-11	8,055,634.56		
Interfunds	A-12	8,343,297.42		
Reserve for Other Funds	A-15	26,712.50		
Exemptions Due from State	A-16	337,380.90		
Emergency Note Payable	A-20	1,076,600.00		
Tax Overpayments	A-22	94,944.83		
Grants Receivable	A-26		1,032,069.62	
Interfund Current Fund	A-27		1,029,681.81	
Petty Cash Returned	Contra	<u>885.00</u>		
		<u>154,808,533.57</u>		<u>2,061,751.43</u>
		166,283,126.16		2,061,751.43
Decreased by Cash Disbursements:				
Interest on State Tax Appeals	A-1	61.80		
Appropriation Expenditures	A-3	59,069,084.75		
Interfunds	A-12	8,202,452.77		
2009 Appropriation Reserves	A-14	1,927,137.69		
Reserve for Other Funds	A-15	228,957.96		
Accounts Payable	A-17	63,222.56		
Local District School Tax	A-18	61,996,584.00		
County Taxes	A-19	21,039,242.01		
Emergency Note Payable	A-20	1,350,000.00		
Special Improvement District Taxes	A-21	286,827.34		
Tax Overpayments Refunded	A-22	631,530.78		
Interfund Current Fund	A-27		911,075.75	
Grant Expenditures	A-29		1,150,675.68	
Petty Cash Fund	Contra	<u>885.00</u>		
		<u>154,795,986.66</u>		<u>2,061,751.43</u>
		154,795,986.66		2,061,751.43
Balance December 31, 2010	A	<u>\$ 11,487,139.50</u>		<u>\$ -</u>
<u>Bank Reconciliation December 31, 2010</u>				
Balance per Bank Statements:				
PNC Bank:				
A/C #8101178533 - Current		\$ 10,188,575.79		
A/C #8101178701 - Claims		558,201.24		
A/C #8103608808 - Payroll		229,851.71		
Plus: Deposit-in-Transit - Current		1,288,200.93		
Deposit-in-Transit - Claims		756,249.79		
Due from Bank - Claims		<u>0.05</u>		
		\$ 13,021,079.51		
Less Outstanding Checks:				
Current		220,332.78		
Claims		1,089,265.91		
Payroll		<u>224,341.32</u>		
		<u>1,533,940.01</u>		
		<u>\$ 11,487,139.50</u>		

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

CASH RECEIPTS, DISBURSEMENTS AND RECONCILIATION - COLLECTOR

A-5

	<u>Ref.</u>		<u>Regular Fund</u>
Balance December 31, 2009	A		\$ 227,120.02
Increased by Cash Receipts:			
Nonbudget Revenue	A-2b	\$ 41,216.25	
Taxes Receivable	A-7	133,293,743.54	
Revenue Accounts Receivable	A-11	1,444,350.08	
Interfunds	A-12	39,569.00	
Reserve for Other Funds	A-15	125,874.52	
Overpaid Taxes	A-22	748,074.66	
Prepaid Taxes	A-24	<u>422,397.80</u>	
			<u>136,115,225.85</u>
			136,342,345.87
Decreased by Disbursements:			
Prior Year Revenue Refund	A-1	6,624.30	
Turnover to Treasurer	A-4	<u>136,129,596.84</u>	
			<u>136,136,221.14</u>
Balance December 31, 2010	A		<u>\$ 206,124.73</u>
<u>Bank Reconciliation December 31, 2010</u>			
Balance per Bank Statements:			
PNC Bank:			
A/C #8101178525			\$ 742,085.28
Plus: Deposits-in-Transit		\$ 15,235.18	
Due from Bank		<u>5.00</u>	
			<u>15,240.18</u>
			757,325.46
Less: Outstanding Checks		523,667.82	
Due to Other Funds		<u>27,532.91</u>	
			<u>551,200.73</u>
			<u>\$ 206,124.73</u>

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

CHANGE FUNDS

A-6

	<u>Ref.</u>	
Balance December 31, 2009	A	<u>\$ 900.00</u>
Balance December 31, 2010	A	<u>\$ 900.00</u>
 <u>Analysis of Balance</u>		
Tax Collector		\$ 600.00
Municipal Court		<u>300.00</u>
	Above	<u>\$ 900.00</u>



TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

TAX TITLE LIENS RECEIVABLE

A-8

	<u>Ref.</u>		
Balance December 31, 2009	A		\$ 25,261.45
Increased by:			
Transfer from Taxes Receivable	A-7	\$ 105,191.86	
Interest and Cost on Sale	Reserve	254.45	
			105,446.31
Balance December 31, 2010	A		\$ 130,707.76

PROPERTY ACQUIRED FOR TAXES  
(AT ASSESSED VALUATION)

A-9

	<u>Ref.</u>		
Balance December 31, 2009	A		\$ 168,200.00
Balance December 31, 2010	A		\$ 168,200.00

BANKRUPTCY TAXES

A-10

	<u>Ref.</u>		
Balance December 31, 2009	A		\$ 15,855.01
Decreased by:			
Overpayments Applied	A-2a,22		15,855.01
			\$ -

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

REVENUE ACCOUNTS RECEIVABLE

A-11

	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2009</u>	<u>Accrued</u> <u>in 2010</u>	<u>Collected</u>	<u>Balance</u> <u>Dec. 31, 2010</u>
Township Clerk:					
Alcoholic Beverage Licenses	A-2	\$	\$ 91,600.00	\$ 91,600.00	\$
Other Licenses	A-2a		29,942.60	29,942.60	
Fees and Permits	A-2a		825.00	825.00	
Cable TV Franchise Tax	A-2	123,555.71	357,983.30	220,692.57	260,846.44
Collector:					
Fees and Permits	A-2a		1,802.00	1,802.00	
Interest and Cost on Taxes	A-2		515,357.68	515,357.68	
Sewer User Fees	A-2	13,855.72	85,615.40	99,302.27	168.85
Tax Assessor:					
Fees and Permits	A-2a		3,900.00	3,900.00	
Department of Health:					
Other Licenses	A-2a		53,181.00	53,181.00	
Fees and Permits	A-2a		29,625.00	29,625.00	
Interlocal Health Services:					
Caldwell	A-2		26,438.50	26,438.50	
Department of Police:					
Fees and Permits	A-2a		31,939.00	31,939.00	
Municipal Court:					
Fines and Costs	A-2		1,061,963.46	1,061,963.46	
Engineering:					
Fees and Permits	A-2a		17,889.00	17,889.00	
Construction Code Official:					
Uniform Construction Code Fees	A-2		401,421.00	401,421.00	
Inspection Fees	A-2a		123,469.00	123,469.00	
Fire Department:					
Uniform Fire Safety Act	A-2		50,239.29	50,239.29	
Other Licenses	A-2a		2,625.00	2,625.00	
Fees and Permits	A-2a		1,221.25	1,221.25	
Revenue and Finance:					
Interest on Investments	A-2a		39,408.62	39,408.62	
Wireless Telecommunications Monopole					
Rents - Omnipoint	A-2		21,600.00	21,600.00	
Consolidated Municipal Property Tax Relief					
Act	A-2		2,083,513.00	2,083,513.00	
Energy Receipts Tax	A-2		4,291,619.00	4,291,619.00	
School Election Reimbursement	A-2		6,467.57	6,467.57	
Library Reimbursement	A-2		120,000.00	120,000.00	
Payment in Lieu of Taxes:					
Felicity Towers	A-2		104,857.44	104,857.44	
Kinder Towers	A-2		69,085.39	69,085.39	
		<u>\$ 137,411.43</u>	<u>\$ 9,623,588.50</u>	<u>\$ 9,499,984.64</u>	<u>\$ 261,015.29</u>

Reference

A

Reserve

Below

A

Ref.

Treasurer

A-4

\$ 8,055,634.56

Collector

A-5

1,444,350.08

Above

\$ 9,499,984.64

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

INTERFUNDS

A-12

	<u>Ref.</u>	<u>Total</u>	<u>Federal and State Grants</u>	<u>Animal Control</u>	<u>General Trust</u>	<u>General Capital</u>	<u>Water Operating</u>
Balance December 31, 2009:							
Due From	A	\$ 76,576.40	\$ 45,847.85	\$ 21,104.11	\$ 741.40	\$ -	\$ 8,883.04
Due (To)	A	(1,014,409.57)			(1,014,409.57)		
Increased by:							
Miscellaneous Revenue Not Anticipated	A-2b	11,951.07			11,951.07		
Interest on Investments	A-2a	8,617.27			6,271.76	2,345.51	
Anticipated Budget Revenue:							
Fees and Permits	A-2a	490.00			490.00		
Prior Year Water Utility Surplus	A-2	150,000.00					150,000.00
Human Services Division	A-2	1,000.00			1,000.00		
Cervical Cancer Screening Program	A-2	23,000.00			23,000.00		
Environmental Protection Program	A-2	19,000.00			19,000.00		
Section 8 Housing	A-2	32,000.00			32,000.00		
Interlocal Services	A-2	7,738.00		7,738.00			
Cash Disbursed - Treasurer	A-4	8,202,452.77	1,029,681.81		110,943.62	7,061,827.34	
		<u>7,518,415.94</u>	<u>1,075,529.66</u>	<u>28,842.11</u>	<u>(809,011.72)</u>	<u>7,064,172.85</u>	<u>158,883.04</u>
Decreased by:							
Open Space Tax	A-1	436,401.00			436,401.00		
Grant Receivable Cancelled	A-1	19,525.16	19,525.16				
Local Match for Grants	A-3	9,000.00	9,000.00				
Cash Settlements - Treasurer	A-4	8,343,297.42	871,506.75	28,886.11	219,848.67	7,064,172.85	158,883.04
Cash Settlements - Tax Collector	A-5	39,569.00	39,569.00				
Reserves Transferred	A-15	95,843.42			95,843.42		
		<u>8,943,636.00</u>	<u>939,600.91</u>	<u>28,886.11</u>	<u>752,093.09</u>	<u>7,064,172.85</u>	<u>158,883.04</u>
Balance December 31, 2010:							
Due From	A	\$ 135,928.75	\$ 135,928.75	\$ -	\$ -	\$ -	\$ -
Due (To)	A	\$(1,561,148.81)		\$ (44.00)	\$ (1,561,104.81)		
Net Change in Reserve for Interfunds							
Balance December 31, 2009	Above	\$ 76,576.40					
Balance December 31, 2010	Above	135,928.75					
Increase in Reserve for Interfunds	A-1	<u>\$ (59,352.35)</u>					

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

DEFERRED CHARGES

A-13

	<u>Balance</u> <u>Dec. 31, 2009</u>	<u>Raised in</u> <u>2010 Budget</u>	<u>Balance</u> <u>Dec. 31, 2010</u>
Special Emergency Appropriations:			
Master Plan	\$ 14,000.00	\$ 7,000.00	\$ 7,000.00
Codification of Township Code	10,000.00	5,000.00	5,000.00
Revaluation	<u>1,367,000.00</u>	<u>273,400.00</u>	<u>1,093,600.00</u>
	<u>\$1,391,000.00</u>	<u>\$ 285,400.00</u>	<u>\$1,105,600.00</u>
<u>Reference</u>	<u>A</u>	<u>A-3</u>	<u>A</u>

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

APPROPRIATION RESERVES

A-14  
Sheet #1

Appropriations	Balance Dec. 31, 2009		Balance After Transfers	Paid or Charged	Transfer to Accounts Payable	Balance Lapsed
	Encumbered	Reserved				
<u>Salaries and Wages</u>						
Mayor and Council	\$	\$ 13.21	\$ 2,213.21	\$ 2,163.00	\$	\$ 50.21
Township Administrator			2,400.00	2,250.50		149.50
Township Clerk		16,217.37	2,217.37	2,217.37		
Department of Assessment		1,623.84	1,623.84	1,623.84		
Department of Law		2,566.65	11,566.65	10,358.00		1,208.65
Division of Revenue		5,430.74	5,430.74	4,417.04		1,013.70
Division of Accounts and Controls		31,502.75	31,502.75	12,500.00		19,002.75
Department of Information Systems		147.24	147.24			147.24
Department of Planning		4,294.44	4,294.44	2,251.34		2,043.10
Medical Services/Examinations		1,000.22	1,000.22			1,000.22
Municipal Court		16,042.76	16,042.76	9,028.36	7,000.00	14.40
Public Defender		0.08	600.08	600.00		0.08
Housing Inspections		4,485.13	4,485.13	520.00		3,965.13
Township Engineer		454.74	4,309.74	4,240.00		69.74
Division of Electrical Services		5,944.16	5,944.16			5,944.16
Public Buildings and Grounds		1,517.70	1,517.70			1,517.70
Service Building		7,640.94	7,640.94			7,640.94
Road Repair and Maintenance		5,114.67	5,114.67			5,114.67
Sewer Maintenance		6,690.60	12,090.60	2,360.69		9,729.91
Care of Shade Trees and Greens		13,981.05	13,981.05			13,981.05
Police		593,682.03	593,682.03	209,655.95	150,000.00	234,026.08
Communication Center		10,203.62	10,203.62	1,069.68		9,133.94
Fire		217,431.86	317,431.86	60,597.86	175,000.00	81,834.00
Division of Human Services		31,690.18	31,690.18	7,179.38	15,000.00	9,510.80
Division of Health		35,903.04	35,903.04	32,900.54		3,002.50
Human Services Trust		1,100.22	1,100.22	111.53		988.69
Cervical Cancer Screening Programs		9,000.04	9,000.04	1,656.46		7,343.58
Environmental Protection Programs		4,400.16	4,400.16	753.84		3,646.32
Division of Recreation		6,431.67	6,431.67	3,829.55		2,602.12
Senior Citizen Transportation		1,284.03	1,284.03			1,284.03
Uniform Construction Code Official		2,352.43	3,752.43	3,606.00		146.43
School Board Elections		1,366.42	1,366.42			1,366.42
Health Interlocal - BOE Nursing		6,806.59	6,806.59			6,806.59
Health Interlocal - Caldwell		18,411.40	18,411.40	1,194.10		17,217.30
<u>Other Expenses</u>						
Mayor and Council	148.00	919.03	1,067.03	148.00		919.03
Township Administrator	11,484.50	7,089.26	28,273.76	28,178.50		95.26
Township Clerk	800.23	3,796.60	5,126.83	4,460.18	662.28	4.37
Personnel Office		6,477.68	6,477.68	3,500.00		2,977.68
Department of Assessment	2,863.68	49,611.60	52,475.28	50,986.54	1,488.74	
Department of Law	1,723.75	51,136.03	52,859.78	24,982.53	1,723.75	26,153.50
Division of Revenue		5,121.00	5,121.00	34.80		5,086.20
Division of Accounts and Controls		11,872.50	11,872.50		11,800.00	72.50
Audit		43,037.50	43,037.50	2,250.00	40,787.50	
Department of Information Systems	7,134.78	60,727.75	67,862.53	23,822.86		44,039.67
Department of Planning	66.72	19,551.79	33,618.51	33,521.72		96.79
Cultural Commission		200.00	200.00			200.00
Historic District Review Board		200.00	200.00			200.00
Postage and Office Supplies	24,441.48	18,656.42	43,097.90	21,223.41	13,230.07	8,644.42
Cable Television Committee	1,808.03	9,475.50	26,283.53	15,832.95		10,450.58
Municipal Court	1,190.25	5,754.25	6,944.50	1,212.35		5,732.15
Housing Inspections		6,904.92	6,904.92			6,904.92
Township Engineer	771.47	2,784.79	3,556.26	1,297.97		2,258.29

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

APPROPRIATION RESERVES

A-14  
Sheet #2

Appropriations	Balance Dec. 31, 2009		Balance After Transfers	Paid or Charged	Transfer to Accounts Payable	Balance Lapsed
	Encumbered	Reserved				
<u>Other Expenses</u>						
General Liability Self-Insurance Trust	\$	\$ 400,000.00	200,000.00	\$ 150,000.00	\$	50,000.00
Worker's Compensation	93,368.39	53,140.40	346,508.79	346,508.79		
Group Insurance for Employees	2,847.80	422,869.07	322,981.87	7,763.50		315,218.37
Bonds and Other Insurance Premiums	84,788.74	45.04	84,833.78	84,788.74		45.04
Division of Electrical Services	445.00	1,370.54	1,815.54	471.17		1,344.37
Public Buildings and Grounds	4,113.83	20.57	12,034.40	8,615.52	3,116.67	302.21
Service Building	31,650.66	19,157.66	50,808.32	43,502.34	144.00	7,161.98
Road Repair and Maintenance	2,444.00	2,431.49	4,875.49	2,444.00		2,431.49
Sewer Maintenance	4,459.13	158.83	4,617.96	4,459.13		158.83
Care of Shade Trees and Greens	150.00	3,479.04	3,629.04	1,950.00	13,500.00	(11,820.96)
Snow Removal			100,000.00	100,000.00		
Police	14,061.58	89,462.33	103,523.91	14,039.00	84,422.58	5,062.33
Communication Center		4,846.63	4,846.63			4,846.63
Emergency Management Services		355.13	355.13			355.13
Fire		0.50	0.50			0.50
Division of Health	12,821.71	13,335.94	26,157.65	15,182.26	1,281.45	9,693.94
Animal Control Services			75,000.00	75,000.00		
Human Services	7,000.00	7,555.86	14,555.86	7,000.00		7,555.86
Blood Borne Pathogens		1,500.00	1,500.00			1,500.00
Division of Recreation	738.43	3,104.80	3,843.23	594.56	143.87	3,104.80
Uniform Construction Code Official	590.27	6,446.72	7,036.99	1,786.27		5,250.72
Gasoline and Diesel Fuel	36,384.26	195,010.96	71,995.22	52,474.15	2,736.32	16,784.75
Fuel Oil		22,738.22	22,738.22	745.39	13,378.83	8,614.00
Electricity		96,650.47	96,650.47	32,323.53		64,326.94
Telephone		17,271.66	17,271.66	4,386.86		12,884.80
Street Lighting		75,678.29	103,828.29	103,701.37		126.92
Recycling and Sanitary Landfill Closure Fund			50,000.00	50,000.00		
Garbage and Trash Removal - Contractual	9,951.54	440,374.78	300,326.32	223,093.59		77,232.73
Telecommunications		2,484.47	3,484.47	3,049.17		435.30
Social Security System		4,521.51	4,521.51	4,521.51		
Consolidated Police and Firemen's Retirement		4.95	4.95			4.95
Third River Joint Meeting		6.15	6.15			6.15
Passaic Valley Sewerage Commission		0.22	0.22			0.22
Town of Nutley Outlet Sewers		20,596.83	20,596.83			20,596.83
Second River Joint Meeting		570.49	570.49			570.49
School Board Elections		800.00	800.00			800.00
Health Interlocal - BOE Nursing		1,700.00	1,700.00	200.00		1,500.00
Capital Improvements - 22 Maple Street		1,110.00	1,110.00			1,110.00
Contingent		1,000.00	1,000.00			1,000.00
	<u>\$ 358,248.23</u>	<u>\$ 3,277,848.15</u>	<u>\$ 3,636,096.38</u>	<u>\$ 1,927,137.69</u>	<u>\$ 535,416.06</u>	<u>\$ 1,173,542.63</u>
<u>Reference</u>	<u>A</u>	<u>A</u>		<u>A-4</u>	<u>A-17</u>	<u>A-1</u>

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

A-15

RESERVES FOR OTHER FUNDS

<u>Ref.</u>	<u>Total</u>	<u>Uniform Fire Safety</u>	<u>Certificate of Habitability</u>	<u>Housing Inspections</u>	<u>Revaluation</u>	<u>Royal Theater Parking Lot</u>
Balance December 31, 2009	\$ 635,759.81	\$	\$	\$	\$ 635,759.81	\$
Increased by:						
Cash Receipts - Treasurer	26,712.50			26,712.50		
Cash Receipts - Collector	125,874.52	23,282.00	50,450.00			52,142.52
	<u>152,587.02</u>	<u>23,282.00</u>	<u>50,450.00</u>	<u>26,712.50</u>		<u>52,142.52</u>
Sub-Total	788,346.83	23,282.00	50,450.00	26,712.50	635,759.81	52,142.52
Decreased by:						
Cash Disbursed	228,957.96	18,298.10	23,806.42	14,639.08	172,214.36	
Transferred to Trust Fund	95,843.42	4,983.90	26,643.58	12,073.42		52,142.52
	<u>324,801.38</u>	<u>23,282.00</u>	<u>50,450.00</u>	<u>26,712.50</u>	<u>172,214.36</u>	<u>52,142.52</u>
Balance December 31, 2010	\$ 463,545.45	\$ -	\$ -	\$ -	\$ 463,545.45	\$ -

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

DUE TO STATE OF NEW JERSEY  
PER CHAPTER 20, P.L. 1971

A-16

	<u>Ref.</u>		
Balance December 31, 2009	A		\$ 24,162.53
Increased by:			
Prior Year Exemptions Disallowed by Tax Collector	A-1	\$ 8,500.00	
Cash Receipts	A-4	<u>337,380.90</u>	
			<u>345,880.90</u>
			370,043.43
Decreased by:			
Deductions per Tax Billings		342,250.00	
Additional Exemptions Allowed by Tax Collector		<u>8,500.00</u>	
		350,750.00	
Exemptions Disallowed by Tax Collector	A-7	<u>2,161.48</u>	
			<u>348,588.52</u>
Balance December 31, 2010	A		<u>\$ 21,454.91</u>

ACCOUNTS PAYABLE

A-17

	<u>Ref.</u>		
Balance December 31, 2009	A		\$1,532,420.71
Increased by:			
2009 Appropriation Reserves	A-14		<u>535,416.06</u>
			2,067,836.77
Decreased by:			
Cancelled	A-1	\$745,549.66	
Cash Disbursed	A-4	<u>63,222.56</u>	
			<u>808,772.22</u>
Balance December 31, 2010	A		<u>\$1,259,064.55</u>

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

LOCAL DISTRICT SCHOOL TAX

A-18

	<u>Ref.</u>		
Increased by:			
Levy - Calendar Year 2010	A-1,2a,7		\$ 61,996,584.00
Decreased by:			
Payments	A-4		<u>61,996,584.00</u>
			<u>\$ -</u>

COUNTY TAXES PAYABLE

A-19

	<u>Ref.</u>	<u>Total</u>	<u>Added Taxes</u>	<u>Levy</u>
Balance December 31, 2009	A	<u>\$ 17,048.96</u>	<u>\$ 17,048.96</u>	\$
Increased by:				
Levy - Year 2010	A-7	21,022,192.60		21,022,192.60
Added and Omitted Taxes (N.J.S. 54:4-63.1)	A-7	42,060.97	42,060.97	
	A-1,2a	<u>21,064,253.57</u>	<u>42,060.97</u>	<u>21,022,192.60</u>
Sub-Total		21,081,302.53	59,109.93	21,022,192.60
Decreased by:				
Payments	A-4	<u>21,039,242.01</u>	<u>17,049.41</u>	<u>21,022,192.60</u>
Balance December 31, 2010	A	<u>\$ 42,060.52</u>	<u>\$ 42,060.52</u>	<u>\$ -</u>

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

A-20

EMERGENCY NOTE PAYABLE

	<u>Ordinance Number</u>	<u>Date of Original Issue</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rate</u>	<u>Balance Dec. 31, 2009</u>	<u>Increase</u>	<u>Decreased</u>	<u>Balance Dec. 31, 2010</u>
Acquisition and Development of Property	03-37	07-23-09	07-23-09	07-22-10	1.40%	\$ 1,350,000.00	\$ 1,076,600.00	\$ 1,350,000.00	\$ 1,076,600.00
			07-22-10	07-21-11	1.75				
						<u>\$ 1,350,000.00</u>	<u>\$ 1,076,600.00</u>	<u>\$ 1,350,000.00</u>	<u>\$ 1,076,600.00</u>
				<u>Reference</u>	<u>A</u>		<u>A-4</u>	<u>A-4</u>	<u>A</u>

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

SPECIAL IMPROVEMENT DISTRICT TAXES

A-21

	<u>Ref.</u>	
Balance December 31, 2009	A	\$ 21,816.90
Increased by:		
2010 Levy	A-1	286,827.34
		<u>308,644.24</u>
Decreased by:		
Payments	A-4	286,827.34
		<u>286,827.34</u>
Balance December 31, 2010	A	<u>\$ 21,816.90</u>

TAX OVERPAYMENTS

A-22

	<u>Ref.</u>	
Balance December 31, 2009	A	\$ 287,790.94
Increased by:		
Cash Receipts - Treasurer	A-4	\$ 94,944.83
Cash Receipts - Collector	A-5	748,074.66
State Tax Appeals Granted	A-23	478,024.82
Prepaid Applied	A-24	30,239.57
		<u>1,351,283.88</u>
		1,639,074.82
Decreased by:		
Cancelled	A-1	3,399.83
Refunded	A-4	631,530.78
Applied to Taxes Receivable	A-7	517,989.83
Applied to Bankruptcy	A-10	15,855.01
		<u>1,168,775.45</u>
Balance December 31, 2010	A	<u>\$ 470,299.37</u>

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

TAX APPEALS PENDING

A-23

	<u>Ref.</u>	
Balance December 31, 2009	A	\$671,559.23
Decreased by:		
Tax Appeals Settled	A- 22	<u>478,024.82</u>
Balance December 31, 2010	A	<u>\$ 193,534.41</u>

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

PREPAID TAXES

A-24

	<u>Ref.</u>		
Balance December 31, 2009	A		\$ 525,785.56
Increased by:			
Collections - Tax Collector	A-5		<u>422,397.80</u>
			948,183.36
Decreased by:			
Applied to Taxes Receivable	A-7	\$ 525,785.56	
Applied to Tax Overpayments	A-22	<u>30,239.57</u>	
			<u>556,025.13</u>
Balance December 31, 2010	A		<u><u>\$ 392,158.23</u></u>

PREPAID REVENUE

A-25

	<u>Ref.</u>		<u>Sewer User Fees</u>
Balance December 31, 2009	A		\$ 16,420.95
Decreased by:			
Anticipated Budget Revenue	A-2		<u>16,420.95</u>
			<u><u>\$ -</u></u>

TOWNSHIP OF BLOOMFIELD  
FEDERAL AND STATE GRANT FUND

FEDERAL AND STATE GRANTS RECEIVABLE

A-26  
Sheet #1

	Balance Dec. 31, 2009	Grant Awards	Cash Received	Unappropriated Applied	Cancelled	Balance Dec. 31, 2010
Clean Communities	\$ 4,000.00	\$ 66,645.56	\$ 66,645.56	\$	\$	\$ 4,000.00
Click It or Ticket						
Drunk Driving Enforcement (DWI)		9,296.54	9,296.54			41,000.00
Energy Efficiency and Conservation Lighting Upgrade	177,000.00		136,000.00			4,125.69
Essex County Open Space - Brookside	11,001.41		3,544.76		3,330.96	225,000.00
Essex County Pulaski Park Improvements - 2010		225,000.00				2,088.79
Essex County Division on Aging - Visiting Nurse	10,908.60	24,057.00	30,568.65		2,308.16	500,000.00
Garden State Preservation	500,000.00					43,744.02
Green Acres - Halcyon Park Redevelopment - 2005	43,744.02					15,000.00
Handicapped Recreation Opportunities	7,000.00	15,000.00	2,119.86		4,880.14	33,115.00
Human Services Special Needs - 2010		33,115.00				
Human Services Special Needs - 2009	26,046.00		26,046.00			274.00
Influenza A-H1N1 Virus - 2010 State Health	84,394.00	31,577.00	115,697.00			19,467.00
Juvenile Justice Assistance - Local Solicitation	19,467.00					57,988.00
Juvenile Justice Assistance - Recovery	80,272.00		22,284.00			17,994.00
Juvenile Justice Assistance - Ed Byrne Memorial		17,994.00				27,855.47
Municipal Alliance for Drug Abuse	17,840.21	36,000.00	24,734.62		1,250.12	419.93
Need Assessment (PARIS)	695.30		275.37			18,186.00
NACCHO - 2010		27,280.00		9,094.00		5,000.00
Over the Limit Under Arrest - Year End 2010		5,000.00				
Over the Limit Under Arrest - 2010	5,100.00	4,400.00	9,400.00		100.00	
Pedestrian Safety Enforcement and Education		13,000.00	13,000.00			6,750.00
Police Body Armor Replacement - State		14,054.63	14,054.63			18,762.00
Police Bullet Proof Vest Partnership - Federal		18,031.25	11,281.25			
Public Archives and Record Infrastructure (PARIS)	37,524.00		18,762.00			60,000.00
Public Health Priority Funding		15,766.00	15,766.00			
Safe and Secure Communities	58,606.00	60,000.00	58,606.00			2,600.00
Safety Belt Performance	18,000.00		15,400.00			
SAFER Volunteer Fire	206,914.00		41,440.00			165,474.00
Tobacco Sale Enforcement	3,360.00		2,762.96		597.04	

TOWNSHIP OF BLOOMFIELD  
FEDERAL AND STATE GRANT FUND

FEDERAL AND STATE GRANTS RECEIVABLE

A-26  
Sheet #2

	<u>Balance</u> <u>Dec. 31, 2009</u>	<u>Grant</u> <u>Awards</u>	<u>Cash</u> <u>Received</u>	<u>Unappropriated</u> <u>Applied</u>	<u>Cancelled</u>	<u>Balance</u> <u>Dec. 31, 2010</u>
Statewide Livable Communities (NJDEP):						
2006 Fairand Street Parking Lot	\$ 7,607.00	\$		\$	\$ 7,607.00	\$
2005 Municipal Building Restoration - Facility	75,000.00		75,000.00			
2005 Municipal Council Chamber Restoration	50,000.00				50,000.00	
2004 Children's Library Project	50,000.00		50,000.00			
Transportation Trust Fund:						
2010 Liberty Street and JFK Parkway	280,445.00	452,621.00				452,621.00
2009 Dodd Street and JFK Parkway	156,104.36		89,149.39			191,295.61
2008 Broughton Avenue and Chapel Street	50,000.00		55,606.33			100,498.03
2008 Carteret (Safe School Route)	71,083.41		11,776.97			50,000.00
2007 Glenwood and Maolis	100,000.00					59,306.44
2006 Bloomfield Station Redevelopment - 2	122,241.42		112,851.73			100,000.00
2005 Bloomfield Center Streetscape	200,000.00					200,000.00
2003 Transit Village	37,048.58					37,048.58
2003 Newark Avenue - Section 2	750,000.00					750,000.00
2003 Bloomfield Train Station Redevelopment	12,964.64					12,964.64
2001 Newark Avenue	\$ 3,274,366.95	\$ 1,068,837.98	\$ 1,032,069.62	\$ 9,094.00	\$ 72,673.42	\$ 3,229,367.89
Reference	A	A-2	A-4	A-28	Below	A
				Ref.		
		Due from Current Fund		A-27	\$19,525.16	
		Reserve for Federal and State Grants - Appropriated		A-29	53,148.26	
				Above	\$72,673.42	

TOWNSHIP OF BLOOMFIELD  
FEDERAL AND STATE GRANT FUND

DUE TO CURRENT FUND

A-27

	<u>Ref.</u>		
Balance December 31, 2009	A		\$ 45,847.85
Increased by:			
Cash Receipts	A-4		1,029,681.81
			<u>1,075,529.66</u>
Decreased by:			
Cash Disbursed	A-4	\$ 911,075.75	
Grants Receivable Cancelled	A-26	19,525.16	
Local Match for Grants	A-29	<u>9,000.00</u>	
			<u>939,600.91</u>
Balance December 31, 2010	A		<u>\$ 135,928.75</u>

TOWNSHIP OF BLOOMFIELD  
FEDERAL AND STATE GRANT FUND

RESERVES FOR FEDERAL AND STATE GRANTS - UNAPPROPRIATED

A-28

	<u>Balance</u> <u>Dec. 31, 2009</u>	<u>Applied</u>
NACCHO	<u>\$ 9,094.00</u>	<u>\$ 9,094.00</u>
<u>Reference</u>	<u>A</u>	<u>A-26</u>

TOWNSHIP OF BLOOMFIELD  
FEDERAL AND STATE GRANT FUND

A-29  
Sheet #1

RESERVE FOR FEDERAL AND STATE GRANTS - APPROPRIATED

	Balance Dec. 31, 2009	Budget Appropriation	Local Match	Expended	Cancelled	Balance Dec. 31, 2010
Clean Communities:						
2010	\$ 29,178.90	\$ 66,645.56	\$	2,475.43	\$	\$ 64,170.13
2009	34,209.53			9,406.46		19,772.44
2008	4,000.00					34,209.53
Click It or Ticket						4,000.00
Drunk Driving Enforcement		9,296.54		4,400.00		4,896.54
Energy Efficiency and Conservation Lighting Upgrade	177,000.00			136,000.00		41,000.00
Enhanced 911 General Assistance	33,778.31			15,450.00		18,328.31
Essex County Division on Aging - Visiting Nurse:						
2010		24,057.00		21,968.21		2,088.79
2009	2,308.16				2,308.16	
Essex County Open Space - Brookside	29,688.08			7,504.82	3,330.96	18,852.30
Essex County Pulaski Park Improvements		225,000.00		225,000.00		500,000.00
Garden State Preservation Trust	500,000.00					
Green Acres - Halcyon Park:						
2005	45,828.00					45,828.00
2002	19,244.72					19,244.72
Handicapped Recreational Opportunities:						
2010		15,000.00		12,868.28		2,131.72
2009	6,958.41			6,958.41		
2008	4,880.14				4,880.14	
Influenza A-H1N1 Virus - 2010				6,802.88		
Influenza A-H1N1 Virus - 2009		31,577.00		133,605.37		24,774.12
Juvenile Justice Assistance - 2010 Ed Byrne Memorial	133,605.37					
Juvenile Justice Assistance - 2009 Local Solicitation	19,467.00	17,994.00				17,994.00
Juvenile Justice Assistance - 2009 Recovery	52,203.67			52,203.67		
Juvenile Justice Assistance - 2007	10,302.16			10,302.16		

TOWNSHIP OF BLOOMFIELD  
FEDERAL AND STATE GRANT FUND

A-29  
Sheet #2

RESERVE FOR FEDERAL AND STATE GRANTS - APPROPRIATED

	Balance Dec. 31, 2009	Budget Appropriation	Local Match	Expended	Cancelled	Balance Dec. 31, 2010
Municipal Alliance for Drug Abuse:						
2010	\$ 16,985.67	\$ 36,000.00	\$ 9,000.00	\$ 31,510.46	\$	\$ 13,489.54
2009	1,156.90			11,714.64	93.22	5,177.81
2008					1,156.90	
NACCHO - 2010		27,280.00		15,950.00		11,330.00
Need Assessment (PARIS)	25.48					25.48
Over the Limit Under Arrest :						
2010 Year End		5,000.00		3,200.00		1,800.00
2010	4,700.00	4,400.00		4,400.00		
2009	2,431.16			4,600.00	100.00	
Pandemic Flu Preparedness						
Pedestrian Safety Enforcement and Education:						
2010		13,000.00		6,300.00		6,700.00
2009	10,400.00			10,400.00		
2008	8,100.00			1,600.00		6,500.00
Police Body Armor Replacement	16,036.69	14,054.63		12,578.09		17,513.23
Police Bulletproof Vest Partnership	4,311.91	18,031.25		9,771.91		12,571.25
Public Health Priority Funding	4,789.90	15,766.00		20,555.90		
Public Archives and Record Infrastructure (PARIS)	75,048.00			27,685.52		47,362.48
Safe and Secure Communities		60,000.00		60,000.00		
SAFER Volunteer Fire	175,338.73			23,280.69	2,600.00	152,058.04
Safety Belt Performance	2,600.00					
Special Legislative Grants:						
Third River Restoration	85,000.00			85,000.00		
Statenwide Livable Communities:						
2005 Municipal Council Chamber Restoration	30,474.84				30,474.84	
2005 Clark's Pond	12,980.00					12,980.00
2006 Farrand Street Parking Lot	7,607.00				7,607.00	

TOWNSHIP OF BLOOMFIELD  
FEDERAL AND STATE GRANT FUND

A-29  
Sheet #3

RESERVE FOR FEDERAL AND STATE GRANTS - APPROPRIATED

	<u>Balance</u> Dec. 31, 2009	<u>Budget</u> <u>Appropriation</u>	<u>Local</u> <u>Match</u>	<u>Expended</u>	<u>Cancelled</u>	<u>Balance</u> Dec. 31, 2010
Social Services and Training - Special Needs:						
2010	\$ 27,923.58			\$ 9,594.45		\$ 23,520.55
2009	597.04			27,923.58	597.04	
Tobacco Sale Enforcement						
Transportation Trust Fund:						
2010 Liberty Street and JFK Parkway	265,045.00	452,621.00		10,650.00		441,971.00
2009 Dodd Street and JFK Parkway	100,498.03			71,723.75		193,321.25
2008 Broughton Avenue and Chapel Street	50,000.00					100,498.03
2008 Carteret Safe School Route	59,306.44					50,000.00
2007 Glenwood and Maolis	100,000.00					59,306.44
2006 Train Station	9,389.69					100,000.00
2005 Bloomfield Center Streetscape	200,000.00					9,389.69
2003 Transit Village	81,231.82			35,993.87		200,000.00
2003 Newark Avenue - Section 2	750,000.00					45,237.95
2003 Bloomfield Train Station Redevelopment	12,964.64					750,000.00
2001 Newark Avenue	1,830.13			1,830.13		12,964.64
You Drink, You Drive, You Lose						
	<u>\$ 3,219,425.10</u>	<u>\$ 1,068,837.98</u>	<u>\$ 9,000.00</u>	<u>\$ 1,150,675.68</u>	<u>\$ 53,148.26</u>	<u>\$ 3,093,439.14</u>
Reference	A	A-3	A-27	A-4	A-26	A

TOWNSHIP OF BLOOMFIELD  
TRUST FUND

CASH RECEIPTS AND DISBURSEMENTS - TREASURER

B-1  
Sheet #1

	<u>Ref.</u>	<u>Animal Control Fund</u>	<u>General Trust Fund</u>
Balance December 31, 2009	B	\$ 72,725.21	\$ 3,891,478.99
Increased by Receipts:			
Turnover from Collector	B-2	\$ 95,763.14	\$ 2,048,763.74
Grants Receivable	B-3		3,546,730.39
Other Accounts Receivable	B-4		6,544.99
Interfund Cash Advances	B-5	190,194.00	
Interest on General Trust Settlement	B-5		6,271.76
Insurance Expenditures Paid by Current Fund	B-5		110,943.62
Payroll Deductions Payable	B-8		871,961.27
Reserves and Deposits	B-10		40,198,394.05
Animal Control Interest	B-11	101.24	7,617,973.31
Grant Program Income	B-12		692,579.63
		<u>286,058.38</u>	<u>55,100,162.76</u>
		358,783.59	58,991,641.75
Decreased by Cash Disbursed:			
Interfund Settlement	B-5	28,886.11	57,996.89
Insurance Claims Disbursements	B-5		871,961.27
Elevator Inspection Fees	B-6		73,388.00
Due to State of New Jersey	B-7	3,390.00	175,159.17
Payroll Deductions Payable	B-8		40,224,201.47
Applied to Grant Receivable	B-9		196,611.00
Reserves and Deposits	B-10		9,345,079.73
Expenditures R.S. 4:19-15.11	B-11	318,286.23	
Grant Expenditures	B-12		4,295,012.46
		<u>350,562.34</u>	<u>55,239,409.99</u>
Balance December 31, 2010	B	<u>\$ 8,221.25</u>	<u>\$ 3,752,231.76</u>

TOWNSHIP OF BLOOMFIELD  
TRUST FUND

CASH RECEIPTS AND DISBURSEMENTS - TREASURER

B-1  
Sheet #2

	<u>Animal Control Fund</u>	<u>General Trust Fund</u>
<u>Bank Reconciliation December 31, 2010</u>		
Balance per Bank Statements:		
PNC Bank:		
Dog License:		
Account #8101178541	\$38,035.49	\$
General Trust:		
Account #8101178648		2,249,048.52
Self-Insurance - Primary Coverage:		
Account #8101178728		984,618.48
Unemployment Insurance:		
Account #8101178664		225,880.59
Recycling Trust:		
Account #8101178699		25,400.51
Dedicated Recreation:		
Account #8101178592		14,673.35
Special Law Enforcement:		
Account #8101178779		38,745.68
Section 8 Housing:		
Account #8101178760		173,488.74
CDBG:		
Account #8101178605		20,491.00
Payroll Deductions:		
Account #8101176335		554,874.92
CIGNA Account:		
Account #8042405248		213.38
Investors Savings Bank:		
Summer of Fun:		
Account #530025064		2,057.70
Deposit-in-Transit:		
General Trust Account		\$406,511.98
Recycling Trust		15,000.00
Dedicated Recreation Account		90.00
Payroll Deductions Account		2,575.51
Summer of Fun Account		36.00
	38,035.49	424,213.49
		4,713,706.36
Outstanding Checks:		
Animal Control Account	29,814.24	
General Trust Account		573,900.41
Recycling Trust Account		33,175.00
Dedicated Recreation Account		2,028.70
Section 8 Housing Account		56,833.24
Community Development Block Grant		9,050.00
Payroll Deductions Account		285,500.31
Unemployment Insurance		986.94
	29,814.24	961,474.60
	\$ 8,221.25	\$3,752,231.76

TOWNSHIP OF BLOOMFIELD  
TRUST FUND

CASH RECEIPTS AND DISBURSEMENTS - COLLECTOR

B-2

	<u>Ref.</u>	<u>Animal Control Fund</u>		<u>General Trust Fund</u>
Balance December 31, 2009	B	\$ 8,547.50		\$ 26,707.58
Increased by Receipts:				
Anticipated Budget Revenue Deposited in Trust Fund in Error	B-5	\$ 7,738.00	\$	
Elevator Inspection Fees	B-5			2,078.57
Due to State of New Jersey Reserves and Deposits	B-6			54,806.00
Animal Control Collections	B-7	3,562.20		34,341.00
	B-10			1,954,340.50
	B-11	<u>79,938.44</u>		
		<u>91,238.64</u>		<u>2,045,566.07</u>
		99,786.14		2,072,273.65
Decreased by Disbursements:				
Turnover to Treasurer	B-1	<u>95,763.14</u>		<u>2,048,763.74</u>
Balance December 31, 2010	B,Below	<u>\$ 4,023.00</u>		<u>\$ 23,509.91</u>
<u>Analysis of Balance</u>				
General Trust				\$ 8,995.76
TTL Redemption				(7.41)
Recycling				<u>14,521.56</u>
	Above			<u>\$ 23,509.91</u>
<u>Bank Reconciliation December 31, 2010</u>				
Balance per Bank Statement:				
PNC Bank:				
A/C #8101178525		\$ 4,023.00		\$ 18,157.73
Plus: Deposit-in-Transit				<u>5,352.18</u>
		<u>\$ 4,023.00</u>		<u>\$ 23,509.91</u>



TOWNSHIP OF BLOOMFIELD  
TRUST FUND

DUE (TO)/FROM CURRENT FUND

	<u>Ref.</u>	<u>Animal Control Trust</u>	<u>Total General Trust Fund</u>	<u>Trust Other</u>	<u>Payroll Deductions</u>	<u>Section Eight Housing</u>	<u>CIGNA Self-Insurance</u>
Balance December 31, 2009:							
Due From	B	\$	\$ 1,014,409.57	\$ 1,014,409.57	\$	\$ (741.40)	\$
Due (To)	B	(21,104.11)	(741.40)				
<b>Increased by:</b>							
Settlement	B-1	28,886.11	57,996.89		1,163.65	56,833.24	
Insurance Expenditures Paid by							
Current Fund	B-1		871,961.27				871,961.27
Royal Theater Parking Lot	B-10		52,142.52	52,142.52			
Uniform Fire Safety	B-10		23,282.00	23,282.00			
Housing Inspections	B-10		26,712.50	26,712.50			
Certificate of Habitability	B-10		50,450.00	50,450.00			
Open Space Tax Levy	B-10		436,401.00	436,401.00			
Prior Year Appropriation Adjustment	B-11	75,000.00					
Budget Appropriation	B-11	115,194.00					
Void Checks	B-12		812.00			812.00	
Housing Reimbursement	B-12		86,039.78			86,039.78	
		<u>197,976.00</u>	<u>2,619,466.13</u>	<u>1,603,397.59</u>	<u>1,163.65</u>	<u>142,943.62</u>	<u>871,961.27</u>
<b>Decreased by:</b>							
Interest Earned	B-1		6,271.76	5,108.11	1,163.65		
Insurance Claims Disbursements	B-1		871,961.27				871,961.27
Settlement	B-1		110,943.62			110,943.62	
Advances to Trust	B-1	190,194.00					
Deposited in Trust Fund in Error	B-2		2,078.57	2,078.57			
Anticipated Budget Revenue:							
Interlocal Agreement	B-2	7,738.00					
Received by Trust Fund in Error	B-6		490.00	490.00			
Paid by Current Fund	B-10		66,616.10	66,616.10			
		<u>197,932.00</u>	<u>1,058,361.32</u>	<u>74,282.78</u>	<u>1,163.65</u>	<u>110,943.62</u>	<u>871,961.27</u>
Balance December 31, 2010:							
Due From	B	\$ 44.00	\$ 1,561,104.81	\$ 1,529,104.81	\$ -	\$ 32,000.00	\$ -

TOWNSHIP OF BLOOMFIELD  
TRUST FUND

ELEVATOR INSPECTION FEES PAYABLE

B-6

	<u>Ref.</u>		
Balance December 31, 2009	B		\$ 21,589.00
Increased by:			
Cash Receipts - Collector	B-2		<u>54,806.00</u>
			<u>76,395.00</u>
Decreased by:			
Payments	B-1	\$ 73,388.00	
Received by Trust Fund in Error	B-5	<u>490.00</u>	<u>73,878.00</u>
Balance December 31, 2010	B		<u><u>\$ 2,517.00</u></u>

TOWNSHIP OF BLOOMFIELD  
TRUST FUND

B-7

DUE TO STATE OF NEW JERSEY

Ref.	Dog License Registration Fees	Total General Trust Fund	General Trust Fund					Building Surcharge Fees	State Unemployment Insurance
			Marriage License Fees	Domestic Partnership Fees	Burial Permit Fees				
B	\$ 137.80	\$ 19,774.65	\$ 1,425.00	\$ 25.00	\$ 790.00	\$ 9,444.00	\$ 8,090.65		
B-2	3,562.20	34,341.00	7,200.00			27,141.00		140,510.68	
B-10	3,562.20	140,510.68	7,200.00			27,141.00		140,510.68	
	3,700.00	194,626.33	8,625.00	25.00	790.00	36,585.00		148,601.33	
	3,390.00	175,159.17	7,375.00	25.00		32,591.00		135,168.17	
B-10	3,390.00	678.40	7,375.00	25.00		32,591.00		678.40	
		175,837.57						135,846.57	
B	\$ 310.00	\$ 18,788.76	\$ 1,250.00	\$ -	\$ 790.00	\$ 3,994.00	\$ 12,754.76		

Balance December 31, 2009

Increased by:

State Fees

Unemployment Claims

Sub-Total

Decreased by:

Cash Remittances

Prior Year Payable Cancelled

Balance December 31, 2010

TOWNSHIP OF BLOOMFIELD  
TRUST FUND

B-8

PAYROLL DEDUCTIONS PAYABLE

	<u>Balance</u> <u>Dec. 31, 2009</u>	<u>Receipts</u>	<u>Disbursed</u>	<u>Balance</u> <u>Dec. 31, 2010</u>
Net Payroll	\$	\$ 20,876,496.13	\$ 20,876,496.13	\$
Deductions:				
Federal Income Tax and Social Security		6,635,507.12	6,635,507.12	
New Jersey State Income Tax		1,201,019.96	1,201,019.96	
Unemployment Compensation		62,040.04	62,040.04	
Public Employees' Retirement System	82,080.69	675,299.47	688,731.75	68,648.41
Police and Firemen's Retirement System	215,676.85	7,047,970.39	7,060,345.53	203,301.71
Credit Union		1,957,913.00	1,957,913.00	
Garnishee		157,425.83	157,425.83	
Deferred Compensation Plans		998,722.28	998,722.28	
Insurance		305,347.59	305,347.59	
Family Leave Act		14,504.40	14,504.40	
United Way		192.00	192.00	
Dues		218,880.84	218,880.84	
College Advantage		47,075.00	47,075.00	
Gross Payroll	<u>\$ 297,757.54</u>	<u>\$ 40,198,394.05</u>	<u>\$ 40,224,201.47</u>	<u>\$ 271,950.12</u>

B

B-1

B-1

B

Reference

TOWNSHIP OF BLOOMFIELD  
TRUST FUND

PREPAID REVENUE

B-9

	<u>Ref.</u>	
Balance December 31, 2009	B	\$ 196,611.00
Decreased by:		
Applied to Grant Receivable	B-1	<u>196,611.00</u>
		<u>\$ -</u>

TOWNSHIP OF BLOOMFIELD  
TRUST FUND

RESERVES AND DEPOSITS

B-10  
Sheet #1

	<u>Cash Receipts</u>		<u>Other Increases</u>	<u>Cash Disbursed</u>	<u>Other Decreases</u>	<u>Balance Dec. 31, 2010</u>
	<u>Treasurer</u>	<u>Collector</u>				
	\$	\$	\$	\$	\$	\$
Cable 35	17,086.70	14,897.31		23,000.00		22,884.70
Cervical Cancer Screening			50,450.00		23,806.42	25,129.45
Certificate of Habitability	313,172.18		2,017.63	305,541.51		33,683.12
Dedicated Recreation	59,700.00			88,200.00		14,752.28
Demolition						15,550.00
Emergency Inspection Fees				19,000.00		18,032.20
Environmental Protection				96,893.68		31,500.58
Escrow Deposits	73,062.92	30,902.50		4,905.99		296,957.40
Fire Prevention		3,510.27				9,876.09
Health Fair				1,000.00	14,639.08	2,550.00
Housing Inspections			26,712.50			26,747.97
Human Services Program		567.00				625.73
Human Services Program						8,379.02
Marzulli Development Escrow						782.90
Miscellaneous						1,408,491.55
Open Space				149,994.51		1,694,898.04
Parking Offenses Adjudication	23,256.00		436,401.00	42,980.59		42,890.47
Public Defender	8,730.50					
Recreation Summer Concerts	33,179.49			36,138.35		2,093.70
Recycling	315,186.33			466,879.45		21,747.07
Restoration of Sailors' Monument	284.40					892.45
Royal Theater Parking Lot			52,142.52			308,110.62
Self-Insurance Reserves	6,571,943.40			6,356,266.45		984,831.86
Snow Removal	100,000.00			36,328.88		306,146.46
Special Law Enforcement	10,924.08			2,355.80		38,745.68

TOWNSHIP OF BLOOMFIELD  
TRUST FUND

RESERVES AND DEPOSITS

B-10  
Sheet #2

	<u>Balance</u> Dec. 31, 2009	<u>Cash Receipts</u>	<u>Other</u> <u>Increases</u>	<u>Cash</u> <u>Disbursed</u>	<u>Other</u> <u>Decreases</u>	<u>Balance</u> Dec. 31, 2010
		<u>Treasurer</u>	<u>Collector</u>			
Towing Fees	\$ 51,637.19	\$ 15,200.00	\$	\$ 2,985.60	\$	\$ 63,851.59
TTL Redemption and Premiums	586,250.11		1,805,989.88	1,712,608.92		679,631.07
Unemployment Insurance	275,723.86	76,247.31	678.40		140,510.68	212,138.89
Uniform Fire Safety	17,098.49		23,282.00		18,298.10	22,082.39
	<u>\$ 4,273,720.38</u>	<u>\$ 7,617,973.31</u>	<u>\$ 1,954,340.50</u>	<u>\$ 9,345,079.73</u>	<u>\$ 207,126.78</u>	<u>\$ 4,885,511.73</u>

Reference

B

B-1

B-2

Below

B-1

Below

B

Ref.

Analysis of Activity

Recreation Activities	\$ 2,017.63	
Open Space Tax	436,401.00	
Royal Theater Parking Lot	52,142.52	
Uniform Fire Safety	23,282.00	
Certificate of Habitability	50,450.00	
Housing Inspections	26,712.50	
Paid by Current Fund		66,616.10
Unemployment Insurance Claims		140,510.68
Prior Year Payable Cancelled		<u>678.40</u>
		<u>\$ 591,684.05</u>
		<u>\$ 207,126.78</u>

TOWNSHIP OF BLOOMFIELD  
TRUST FUND

RESERVE FOR ANIMAL CONTROL EXPENDITURES

B-11

	<u>Ref.</u>	
Balance December 31, 2009	B	\$ 60,030.80
Increased by:		
2010 Municipal Dog License Fees		\$ 41,591.80
2010 Cat License Fees		6,860.00
Late Registration Fee		7,664.50
Donations		19,174.14
Maintenance Fees		4,636.00
Duplicate Fees		12.00
	B-2	79,938.44
Current Budget Appropriations	B-5	115,194.00
Prior Year Appropriation Adjustment	B-5	75,000.00
Interest on Investments	B-1	101.24
		270,233.68
		330,264.48
Decreased by:		
Expenditures Under R.S. 4:19-15.11	B-1	318,286.23
Balance December 31, 2010	B	\$ 11,978.25

License Fees Collected

<u>Year</u>	<u>Number of Licenses</u>	
2009	2,100	\$ 43,151.20
2008	2,177	29,797.40
Maximum Reserve		\$ 72,948.60

TOWNSHIP OF BLOOMFIELD  
TRUST FUND

B-12

RESERVE FOR GRANT EXPENDITURES

<u>Program</u>	<u>Balance</u> <u>Dec. 31, 2009</u>	<u>2010</u> <u>Grant</u>	<u>Program</u> <u>Income</u>	<u>Expenditures</u>	<u>Balance</u> <u>Dec. 31, 2010</u>
Community Development Block Grant	\$ 1,912,327.76	\$ 1,272,530.00	\$ 43,818.00	\$ 939,428.77	\$ 2,289,246.99
CDBG Program Income	102,188.37				102,188.37
Section 8 Voucher Program	<u>125,601.78</u>	<u>2,643,024.00</u>	<u>735,613.41</u>	<u>3,355,583.69</u>	<u>148,655.50</u>
	<u>\$ 2,140,117.91</u>	<u>\$ 3,915,554.00</u>	<u>\$ 779,431.41</u>	<u>\$ 4,295,012.46</u>	<u>\$ 2,540,090.86</u>

Reference

B

B-3

Below

Below

B

Analysis of Program Income

Collections:

Interest Earned	\$ 443.65	\$
Loan Repayment	43,818.00	
Budget Refunds	648,317.98	
Cash Receipts	<u>692,579.63</u>	
Cash Disbursements	812.00	4,295,012.46
Void Checks	86,039.78	
Housing Reimbursements		
	<u>\$ 779,431.41</u>	<u>\$ 4,295,012.46</u>

Above

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

CASH RECEIPTS, DISBURSEMENTS AND RECONCILIATION - TREASURER

C-2

	<u>Ref.</u>		
Balance December 31, 2009	C		\$ 1,533,413.18
Increased by Receipts:			
Premium on Bond Anticipation Notes	C-1	\$ 10,555.00	
Grants Receivable	C-6	360,677.07	
Interest Earned on Deposits	C-7	2,345.51	
Interfund Advances	C-7	1,111,827.34	
Bond Anticipation Notes	C-10	14,693,452.00	
Capital Improvement Fund	C-12	<u>100,000.00</u>	
			<u>16,278,856.92</u>
			17,812,270.10
Decreased by:			
Interfund Settlements	C-7	1,463,978.32	
Bond Anticipation Notes	C-10	10,048,452.00	
Improvement Authorizations	C-11	<u>4,773,923.41</u>	
			<u>16,286,353.73</u>
Balance December 31, 2010	C		<u>\$ 1,525,916.37</u>
<u>Bank Reconciliation December 31, 2010</u>			
Balance per Bank Statements:			
PNC Bank:			
Account #81-0117-8517			\$ 3,045,272.71
Add: Due from Bank			<u>0.01</u>
			3,045,272.72
Less: Outstanding Checks			<u>1,519,356.35</u>
	Above		<u>\$ 1,525,916.37</u>

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

ANALYSIS OF CAPITAL CASH

C-3  
Sheet #1

Description	Ordinance Number	Balance Dec. 31, 2009	Cash Receipts	Cash Disbursed	Transfers		Balance Dec. 31, 2010
					From	To	
Interfunds							
Bond Anticipation Notes		\$ 1,000,000.00	\$ 1,114,172.85	\$ 1,463,978.32	\$ 650,194.53		\$
Capital Improvement Fund			4,645,000.00		4,645,000.00		
Fund Balance		141,016.09	100,000.00		107,287.00		133,729.09
		27,052.27	10,555.00		42,894.53		80,501.80
Improvement Authorizations:							
Acquisition of Equipment	05-10b	36,131.21		950.00			35,181.21
Improvements to Various Parks	05-10c	343.88		343.88			
Resurfacing of Various Streets	05-10d	13,629.82		2,617.72			11,012.10
Improvements of Sanitary Sewers	05-10e	3,541.91		1,201.00			2,340.91
Acquisition of Vehicles	05-10f	28,107.72					28,107.72
Improvements to Municipal Building	05-10a	10,319.71		10,319.71			
Improvements of Sanitary Sewers	16-215	(122,170.03)					(122,170.03)
Reconstruction of Vassar Field House	16-219	(74,400.00)					(74,400.00)
Improvements to Various Parks	99-10	(35,435.34)					(35,435.34)
Resurfacing of Various Streets	99-10	(170,943.73)					(170,943.73)
Improvements of Sanitary Sewers	99-10	(177,372.04)					(177,372.04)
Improvements to Real Property	99-10	(31,826.68)					(31,826.68)
Improvements to Municipal Building	99-10	(232,038.90)					(232,038.90)
Removal of Underground Storage Tanks	00-00	68,137.05		22,947.88			45,189.17
Improvements to Municipal Building	00-17a	(54,930.01)					(54,930.01)
Acquisition of Equipment	00-17b	(2,621.13)					(2,621.13)
Resurfacing of Various Streets	00-17d	8.40					
Improvements of Sanitary Sewers	00-17e	(27,450.97)		3,180.66			(30,631.63)
Improvements to Municipal Building	01-26a	(58,664.02)					(58,664.02)
Acquisition of Equipment	01-26b	(62,978.26)					(62,978.26)
Improvements to Various Parks	01-26c	6,596.24		6,596.24			
Resurfacing of Various Streets	01-26d	(3,079.71)		15,409.47			(18,489.18)
Improvements of Sanitary Sewers	01-26e	(92,550.00)					(92,550.00)
Improvements to Municipal Building	02-22a	(6,876.06)					(6,876.06)
Acquisition of Equipment	02-22b	(1,891.35)					(4,035.35)
Resurfacing of Various Streets	02-22d	(12,096.89)					(12,096.89)
Acquisition of Vehicles	02-22e	5,832.55					5,832.55
Improvements to Municipal Building	03-28a	(106,667.87)		5,850.04			(112,517.91)
Resurfacing of Various Streets	03-28c	(41,345.97)		154.03			(41,500.00)
Improvements to Sanitary Sewers	03-28d	(63,711.63)					(63,711.63)

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

ANALYSIS OF CAPITAL CASH

C-3  
Sheet #2

Description	Ordinance Number	Balance Dec. 31, 2009	Cash Receipts	Cash Disbursed	Transfers		Balance Dec. 31, 2010
					From	To	
Improvement Authorizations:							
Acquisition of Vehicles	03-28e	\$ (1,543.18)	\$			\$	(1,543.18)
Development of Property	03-37	(200,770.20)		762,709.13			1,536,520.67
Improvements to Municipal Buildings	04-24a	2,119.08		31,564.59			(29,445.51)
Improvements to Various Parks	04-24c	(14,058.36)		941.64			(15,000.00)
Resurfacing of Various Streets	04-24d	(24,476.10)		5,991.02			(30,467.12)
Improvements to Sanitary Sewers	04-24e	19,899.54		862.40			19,037.14
Acquisition of Vehicles	04-24f	(3,317.99)					(3,317.99)
Acquisition of Equipment	04-24b	49,647.53					49,647.53
Improvements to Municipal Properties	04-00	2,605.35		2,605.35			
Improvements to Municipal Buildings	04-00	(208,297.00)		1,350.00			(209,647.00)
Acquisition of Library Books	06-09a	334.52		334.52			
Improvements to Municipal Properties	06-09b	2,188.96		908.52			2,188.96
Acquisition of Equipment	06-09c	97,288.16		442.85			96,379.64
Improvements to Various Parks	06-09d	442.85					
Resurfacing of Various Streets	06-09e	13,133.02		362.50			12,770.52
Improvements to Sanitary Sewers	06-09f	992.71					992.71
Acquisition of Vehicles	06-09g	128,601.23		54,423.48			74,177.75
Administration Office Equipment	07-14a	293.75	677.07	1,243.75			(272.93)
Municipal Clerk Office Equipment	07-14b	6,700.00		299.33			6,400.67
Municipal Court Office Equipment	07-14c	287.95		287.95			
Fire Equipment and Lot Paving	07-14d	9,895.13		9,895.13			
Health Department Equipment	07-14e	14,787.54					14,787.54
Acquisition of Information Systems	07-14f	2,777.96		1,287.00			1,490.96
Acquisition of Library Books	07-14g	568.55					568.55
Personnel Department Equipment	07-14h	1,050.00					1,050.00
Police Department Equipment	07-14i	14,760.28					14,760.28
Police Communications	07-14j	314.05					314.05
Recreational Improvements	07-14k	146.69		146.69			
Construction Department Equipment	07-14l	10,504.00					10,504.00
Public Works Equipment	07-14m	723.99		723.99			
Municipal Building Improvements	07-14n	82,480.27		18,884.50		267,300.00	330,895.77
Various Road Improvements	07-14o	78,988.71	10,000.00	631,925.20		50,000.00	(492,936.49)
Sewer Maintenance and Lining	07-14p	146,994.90		99,416.09			47,578.81
Improvement to Boughton Area	07-14q	(75,000.00)	75,000.00				

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

C-3  
Sheet #3

ANALYSIS OF CAPITAL CASH

Description	Ordinance Number	Balance Dec. 31, 2009	Cash Receipts	Cash Disbursed	Transfers		Balance Dec. 31, 2010
					From	To	
Improvement Authorizations:							
Section #20 Expenses		\$ 198,268.42	\$	\$	\$	\$	\$ 198,268.42
Toney's Brook Retaining Wall	07-14	(187,568.00)		12,582.00			(200,150.00)
Administrative Equipment	07-58	1,339.00					1,339.00
Municipal Clerk Equipment	08-23a	3,673.85		2,310.00			1,363.85
Cable TV Equipment and Upgrades	08-23b	550.45					550.45
Courtroom Benches	08-23c	10,000.00					10,000.00
Fire Department Equipment	08-23d	102,000.00	250,000.00	251,182.00			100,818.00
Animal Shelter Renovations	08-23e	6,431.77					6,431.77
Information Systems	08-23f	66,940.85		18,781.74			48,159.11
Law Department Equipment	08-23g	584.55					584.55
Library Books	08-23h	11,760.10					11,760.10
Police Department Equipment	08-23i	6,696.90					6,696.90
Police Communications	08-23j	1,107.56		1,107.56			
Recreation Improvements	08-23k	100,080.00		960,058.41			(859,978.41)
Construction Utility Vehicle	08-23l	23,000.00					23,000.00
Public Works Front End Loader	08-23m	6,845.00					6,845.00
Engineering - Building Improvements	08-23n	506,740.53	25,000.00	33,145.00			488,595.53
Various Road Improvements	08-23o	217,505.26		409,611.56			(192,106.30)
Broad Street Lighting	08-23p1	90,000.00		2,200.00			87,800.00
Shade Tree and Ground Improvements	08-23p2	91,363.70		4,489.20			86,874.50
2008 Ordinance Section #20 Expenses	08-23r	264,206.25		2,500.00			261,706.25
Civic Center Rehabilitation	08-23	50.00		50.00			
Civic Center Section #20 Costs	08-39	21,450.00		700.00			20,750.00
Refunding of Tax Appeals	08-40	(1,022.17)		94,944.83			(95,967.00)
Tax Appeal Section #20 Costs	08-40	(11,296.41)					(11,296.41)
Clerk's Office	09-46a	225.00		5,147.39		19,975.00	15,052.61
Cable TV Equipment and Upgrades	09-46b	(49,790.00)		12,404.35		84,245.00	22,050.65
Fire Department Equipment	09-46c	29.09		341,013.18		510,400.00	169,415.91
Health and Human Services	09-46d	600.00		53,312.00		52,900.00	188.00
Information Systems	09-46e	2,215.00				195,780.00	197,995.00
Library Systems	09-46f	560.00		50,000.00		49,440.00	
Police Department Equipment	09-46g	(115,154.00)				156,230.00	41,076.00
Police Communications	09-46h	(17,783.62)		16.38		17,800.00	
Recreation Department	09-46i	(21,856.92)		10,950.00		91,960.00	59,153.08
Public Works Equipment	09-46j	1,680.00		92,086.00		148,320.00	57,914.00

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

C-3  
Sheet #4

ANALYSIS OF CAPITAL CASH

Description	Ordinance Number	Balance Dec. 31, 2009	Cash Receipts	Cash Disbursed	Transfers		Balance Dec. 31, 2010
					From	To	
Improvement Authorizations:							
Engineering - Building Improvements	09-46k	\$ (3,989.13)	\$	\$ 157,966.27	\$	\$ 756,440.00	\$ 594,484.60
Various Road Improvements	09-46lm	1,510.00		268,311.00		133,490.00	(133,311.00)
Sewer Maintenance and Lining	09-46n	2,240.00		182,364.63		197,760.00	17,635.37
Shade Tree and Ground Improvements	09-46o			62,322.50			(62,322.50)
Section 20 Expenses	09-46	79,490.00		600.00		20,260.00	99,150.00
Municipal Clerk Records Management	10-24a					1,500.00	1,500.00
Fire Department Equipment	10-24b1					2,512.00	2,512.00
Improvements to Fire Stations	10-24b2					3,100.00	3,100.00
Animal Shelter Upgrades	10-24c			15,034.00		4,050.00	(10,984.00)
Computer Equipment	10-24d1					5,575.00	5,575.00
Phone System Upgrades	10-24d2					1,175.00	1,175.00
Police Vehicle, Equipment and Furniture	10-24e					4,900.00	4,900.00
Police Communications	10-24f					2,000.00	2,000.00
Improvements to Athletic Fields	10-24g1			15,904.75		2,400.00	(13,504.75)
Recreation Department Dump Truck	10-24g2					2,600.00	2,600.00
Video Security at Athletic Fields	10-24g3					2,575.00	2,575.00
Public Works Crew Cab Pick-Up	10-24h					2,400.00	2,400.00
Municipal Building Elevator Upgrade	10-24i					750.00	750.00
Resurfacing of Streets and Roads	10-24k					45,000.00	45,000.00
Sewer Maintenance and Inspection	10-24l1			13,650.00		7,500.00	(6,150.00)
Sewer Connections	10-24l2			600.00		12,500.00	11,900.00
Section 20 Expenses	10-24			250.00		6,750.00	6,500.00
		\$ 1,533,413.18	\$ 6,230,404.92	\$ 6,237,901.73	\$ 5,402,481.53	\$ 5,402,481.53	\$ 1,525,916.37
Reference		C	C-2	C-2	Contra	Contra	C

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

DEFERRED CHARGES TO FUTURE TAXATION - FUNDED

C-4

	<u>Ref.</u>		
Balance December 31, 2009	C		\$ 19,250,193.87
Increased by:			
Loans Approved	C-9		<u>116,400.00</u>
			19,366,593.87
Decreased by:			
Serial Bonds Redeemed	C-8	\$ 825,000.00	
Loan Payments	C-9	<u>103,736.79</u>	
			<u>928,736.79</u>
Balance December 31, 2010	C		<u><u>\$ 18,437,857.08</u></u>

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED

C-5  
Sheet #1

Ordinance Number	Description	Balance Dec. 31, 2009	2010 Authorizations	Bond Anticipation Notes Paid by Budget Appropriations	Balance Dec. 31, 2010	Expenditures	Analysis of Balance Dec. 31, 2010	
							Bond Anticipation Notes	Unexpended Improvements
16-215	Improvements of Sanitary Sewers	\$ 122,170.03	\$	\$	\$ 122,170.03	\$		\$
16-219	Reconstruction of Vassar Field House	74,400.00			74,400.00			
99-10	Improvements to Various Parks	35,435.34			35,435.34			
99-10	Resurfacing of Various Streets	170,943.73			170,943.73			
99-10	Improvements of Sanitary Sewers	212,727.04			212,727.04			35,355.00
99-10	Improvements to Real Property	31,826.68			31,826.68			
99-10	Improvements to Municipal Building	232,038.90			232,038.90			
00-17a	Improvements to Municipal Building	54,930.01			54,930.01			
00-17b	Acquisition of Equipment	2,621.13			2,621.13			
00-17e	Improvements of Sanitary Sewers	30,631.63			30,631.63			3,180.66
01-26a	Improvements to Municipal Building	58,664.02			58,664.02			
01-26b	Acquisition of Equipment	62,978.26			62,978.26			
01-26d	Resurfacing of Various Streets	18,489.18			18,489.18			
01-26e	Improvements of Sanitary Sewers	97,500.00			97,500.00			15,409.47
02-22a	Improvements to Municipal Building	9,500.00			9,500.00			4,950.00
02-22b	Acquisition of Equipment	4,799.07			4,799.07			2,623.94
02-22d	Resurfacing of Various Streets	39,100.00			39,100.00			2,907.72
02-22e	Acquisition of Vehicles	2,500.00			2,500.00			27,003.11
03-28a	Improvements to Municipal Building	113,475.37			113,475.37			2,500.00
03-28c	Resurfacing of Various Streets	41,500.00			41,500.00			6,807.50
03-28d	Improvements to Sanitary Sewers	66,500.00			66,500.00			154.03
03-28e	Acquisition of Vehicles	1,543.18			1,543.18			2,788.37
03-37	Acquisition and Development of Property	15,000,000.00			15,000,000.00		9,150,000.00	5,649,229.80
04-24a	Improvements to Municipal Building	31,000.00			31,000.00			31,000.00
04-24c	Improvements to Various Parks	15,000.00			15,000.00			941.64
04-24d	Resurfacing of Various Streets	35,000.00			35,000.00			10,523.90
04-24e	Improvements to Sanitary Sewers	12,000.00			12,000.00			12,000.00
04-24f	Acquisition of Vehicles	11,000.00			11,000.00			7,682.01
04-24b	Acquisition of Equipment	4,500.00			4,500.00			4,500.00
04-00	Improvements to Municipal Building	214,000.00			214,000.00			5,703.00
07-14	Section #20 Expenses	211.00			211.00			211.00
07-58	Toney's Brook Retaining Wall	218,000.00			218,000.00			30,432.00
08-23a	Administrative Equipment	3,657.00			3,657.00		3,657.00	
08-23b	Municipal Clerk Equipment and Minute Binding	7,030.00			7,030.00		7,030.00	
08-23c	Cable TV Equipment and Upgrades	61,750.00			61,750.00		61,750.00	
08-23d	Courtroom Benches	9,500.00			9,500.00		9,500.00	
08-23e	Fire Department Equipment	96,900.00			96,900.00		96,900.00	

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED

C-5  
Sheet #2

Description	Ordinance Number	Balance Dec. 31, 2009	2010 Authorizations	Appropriations	Bond Anticipation Notes Paid by Budget	Balance Dec. 31, 2010	Expenditures	Analysis of Balance Dec. 31, 2010	
								Anticipation Notes	Unexpended Improvements
Animal Shelter Renovations	08-23f	\$ 49,005.00	\$	\$	\$	\$ 49,005.00	\$	\$ 49,005.00	\$
Information Systems	08-23g	157,272.00				157,272.00		157,272.00	
Law Department Equipment	08-23h	9,500.00				9,500.00		9,500.00	
Library Books	08-23i	47,500.00				47,500.00		47,500.00	
Police Department Equipment	08-23j	20,900.00				20,900.00		20,900.00	
Police Communications	08-23k	13,300.00				13,300.00		13,300.00	
Recreation Improvements	08-23l	698,752.00				698,752.00		198,752.00	500,000.00
Construction Utility Vehicle	08-23m	21,850.00				21,850.00		21,850.00	
Public Works Front End Loader	08-23n	142,500.00				142,500.00		142,500.00	
Engineering - Building Improvements	08-23o	745,750.00				745,750.00		745,750.00	
Various Road Improvements	08-23p1	271,700.00				271,700.00		271,700.00	
Broad Street Lighting	08-23p2	85,500.00				85,500.00		85,500.00	
Sanitary Sewers	08-23q	161,500.00				161,500.00		161,500.00	
Shade Tree and Ground Improvements	08-23r	180,500.00				180,500.00		180,500.00	
2008 Ordinance Section #20 Expenses	08-23	261,250.00				261,250.00		261,250.00	
Civic Center Rehabilitation	08-39	133,000.00				133,000.00		133,000.00	
Civic Center Section #20 Costs	08-39	38,000.00				38,000.00		38,000.00	
Refunding of Tax Appeals	08-40	1,005,083.00		227,280.00		777,803.00	1,022.17	681,836.00	94,944.83
Tax Appeal Section #20 Costs	08-40	35,000.00				35,000.00	11,296.41		23,703.59
Clerk's Office	09-46a	19,975.00				19,975.00		19,975.00	
Cable TV Equipment and Upgrades	09-46b	84,245.00				84,245.00		84,245.00	
Fire Department Equipment	09-46c	240,660.00				240,660.00		240,660.00	
Health and Human Services	09-46d	52,900.00				52,900.00		52,900.00	
Information Systems	09-46e	195,785.00				195,785.00	5.00	195,780.00	
Library Systems	09-46f	49,440.00				49,440.00		49,440.00	
Police Department Equipment	09-46g	156,230.00				156,230.00		156,230.00	
Police Communications	09-46h	17,800.00				17,800.00		17,800.00	
Recreation Department	09-46i	91,960.00				91,960.00		91,960.00	
Public Works Equipment	09-46j	148,320.00				148,320.00		148,320.00	
Engineering - Building Improvements	09-46k	756,440.00				756,440.00		756,440.00	
Various Road Improvements	09-46m	133,490.00				133,490.00		133,490.00	
Sewer Maintenance and Lining	09-46n	197,760.00				197,760.00		197,760.00	
Municipal Clerk Records Management	10-24a		28,500.00			28,500.00			28,500.00
Fire Department Equipment	10-24b1		47,738.00			47,738.00			47,738.00
Improvements to Fire Stations	10-24b2		58,900.00			58,900.00			58,900.00
Animal Shelter Upgrades	10-24c		76,950.00			76,950.00	10,984.00		65,966.00
Computer Equipment	10-24d1		105,925.00			105,925.00			105,925.00

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED

C-5  
Sheet #3

Description	Ordinance Number	Balance Dec. 31., 2009	2010 Authorizations	Bond Anticipation Notes Paid by Budget Appropriations	Balance Dec. 31., 2010	Analysis of Balance Dec. 31., 2010		
						Expenditures	Bond Anticipation Notes	Unexpended Improvements
Phone System Upgrades	10-24d2	\$	\$ 22,325.00	\$	\$ 22,325.00	\$	\$	\$ 22,325.00
Police Vehicle, Equipment and Furniture	10-24e		93,100.00		93,100.00			93,100.00
Police Communications	10-24f		38,000.00		38,000.00			38,000.00
Improvements to Athletic Fields	10-24g1		45,600.00		45,600.00	13,504.75		32,095.25
Recreation Department Dump Truck	10-24g2		49,400.00		49,400.00			49,400.00
Video Security at Athletic Fields	10-24g3		48,925.00		48,925.00			48,925.00
Public Works Crew Cab Pick-up	10-24h		45,600.00		45,600.00			45,600.00
Municipal Building Elevator Upgrade	10-24i		14,250.00		14,250.00			14,250.00
Resurfacing of Streets and Roads	10-24k		855,000.00		855,000.00			855,000.00
Sewer Maintenance and Inspection	10-24l1		142,500.00		142,500.00	6,150.00		136,350.00
Sewer Connections	10-24l2		237,500.00		237,500.00			237,500.00
Section 20 Expenses	10-24		128,250.00		128,250.00			128,250.00
		\$ 23,426,688.57	\$ 2,038,463.00	\$ 227,280.00	\$ 25,237,871.57	\$ 2,062,043.75	\$ 14,693,452.00	\$ 8,482,375.82
Reference		C	C-11	C-10	C	C-3	C-10	C-11

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

GRANTS RECEIVABLE

C-6

	<u>Ref.</u>	<u>Total</u>	<u>Community Development</u>	<u>State Aid</u>
Balance December 31, 2009	C	\$ 2,681,285.00	\$ 1,483,925.00	\$ 1,197,360.00
Increased by:				
Grant Awards	C-11	708,780.00	708,780.00	
		<u>3,390,065.00</u>	<u>2,192,705.00</u>	<u>1,197,360.00</u>
Decreased by:				
Collections	C-2	360,677.07	350,677.07	10,000.00
Due from Current Fund	C-7	607,300.00	25,000.00	582,300.00
		<u>967,977.07</u>	<u>375,677.07</u>	<u>592,300.00</u>
Balance December 31, 2010	C	<u>\$ 2,422,087.93</u>	<u>\$ 1,817,027.93</u>	<u>\$ 605,060.00</u>
 <u>Analysis of Balance</u>				
Ordinance #07-14a		\$ 272.93	\$ 272.93	\$
Ordinance #07-14n		105,060.00		105,060.00
Ordinance #07-14o		492,975.00	492,975.00	
Ordinance #08-23l		500,000.00		500,000.00
Ordinance #08-23p1		227,500.00	227,500.00	
Ordinance #09-46l		302,500.00	302,500.00	
Ordinance #09-46o		85,000.00	85,000.00	
Ordinance #10-24j		618,780.00	618,780.00	
Ordinance #10-24m		90,000.00	90,000.00	
		<u>\$ 2,422,087.93</u>	<u>\$ 1,817,027.93</u>	<u>\$ 605,060.00</u>

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

INTERFUNDS

C-7

	<u>Ref.</u>	<u>Total</u>	<u>Current</u>	<u>Water Capital</u>
Balance December 31, 2009:				
(To)	C	<u>\$ (1,000,000.00)</u>	\$	<u>\$ (1,000,000.00)</u>
Increased by:				
Premium on Bond Anticipation Notes	C-1	42,894.53	42,894.53	
Cash Disbursed	C-2	1,463,978.32	463,978.32	1,000,000.00
Grants Receivable	C-6	607,300.00	607,300.00	
		<u>2,114,172.85</u>	<u>1,114,172.85</u>	<u>1,000,000.00</u>
Sub-Total		<u>1,114,172.85</u>	<u>1,114,172.85</u>	
Decreased by:				
Interest on Deposits	C-2	2,345.51	2,345.51	
Cash Advances	C-2	1,111,827.34	1,111,827.34	
		<u>1,114,172.85</u>	<u>1,114,172.85</u>	
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

C-8

GENERAL SERIAL BONDS PAYABLE

<u>Purpose</u>	<u>Original Issue</u>		<u>Maturities of Bonds Outstanding</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2009</u>	<u>Bonds Redeemed</u>	<u>Balance Dec. 31, 2010</u>
	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>				
Refunding Bonds of 2005	2-01-05	\$ 5,255,000.00	6-15-11	\$ 740,000.00	4.00%			
			6-15-12	730,000.00	3.50%			
			6-15-13	720,000.00	4.00%			
			6-15-14	715,000.00	4.00%			
			6-15-15	685,000.00	3.50%	\$ 4,340,000.00	\$ 750,000.00	\$ 3,590,000.00
General Bonds of 2007	6-01-07	14,474,000.00	6-01-11/12	300,000.00	4.125%			
			6-01-13	400,000.00	4.125%			
			6-01-14/15	450,000.00	4.125%			
			6-01-16	1,200,000.00	4.125%			
			6-01-17	1,250,000.00	4.125%			
			6-01-18	1,300,000.00	4.125%			
			6-01-19	1,350,000.00	4.125%			
			6-01-20	1,400,000.00	4.125%			
			6-01-21	1,450,000.00	4.125%			
			6-01-22/23	1,500,000.00	4.250%			
		6-01-24	1,549,000.00	4.250%	14,474,000.00	75,000.00	14,399,000.00	
					<u>\$ 18,814,000.00</u>	<u>\$ 825,000.00</u>	<u>\$ 17,989,000.00</u>	

Reference

C

C-4

C

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

C-9  
Sheet #1

LOANS PAYABLE

<u>Ref.</u>	<u>Total</u>	<u>Economic Development Authority</u>	<u>70201052A</u>	<u>70201052</u>	<u>Green Trust 70204040</u>
Balance December 31, 2009	C \$ 436,193.87	\$ 86,924.60	\$ 24,671.58	\$ 96,007.77	\$ 228,589.92
Increased by:					
Loans Approved	C-4 116,400.00	116,400.00			
	552,593.87	86,924.60	24,671.58	96,007.77	228,589.92
Decreased by:					
Payment of Principal	C-4 103,736.79	86,924.60	1,151.19	4,632.13	11,028.87
Balance December 31, 2010	C \$ 448,857.08	\$ -	\$ 23,520.39	\$ 91,375.64	\$ 217,561.05

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

LOANS PAYABLE

C-9  
Sheet #2

	Green Trust							
	070205023		070201052A		070201052		070204040	
	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal
January 2011	\$		\$	584.25	\$	913.76	\$	2,350.86
March 2011	1,164.00	2,455.06			229.36	890.25		2,374.37
July 2011	1,139.45	2,479.61			223.46	866.50		2,398.11
September 2011	1,114.65	2,504.41			217.50	842.52		2,422.09
January 2012	1,089.61	2,529.45			211.48	818.30		2,446.32
March 2012	1,064.31	2,554.75			205.40	793.84		2,470.78
July 2012	1,038.77	2,580.29			199.26	769.13		2,495.49
September 2012	1,012.96	2,606.10			193.06	744.18		2,520.44
January 2013	986.90	2,632.16			186.80	718.97		2,545.65
March 2013	960.58	2,658.48			180.47	693.52		2,571.10
July 2013	934.00	2,685.06			174.08	667.80		2,596.81
September 2013	907.15	2,711.92			167.63	641.84		2,622.78
January 2014	880.03	2,739.03			161.11	615.61		2,649.01
March 2014	852.64	2,766.42						
July 2014								
September 2014								
January 2015								
March 2015								
July 2015								
September 2015								
January 2016								
March 2016								
July 2016								
September 2016								
January 2017								
March 2017								

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

LOANS PAYABLE

C-9  
Sheet #3

	Green Trust							
	070205023		070201052A		070201052		070204040	
	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal
July 2017	\$ 824.97	\$ 2,794.09	\$ 154.52	\$ 664.93	\$ 589.12	\$ 2,675.50	\$ 1,402.66	\$ 6,370.24
September 2017								
January 2018	797.03	2,822.03	147.87	671.58	562.36	2,702.25	1,338.96	6,433.94
March 2018								
July 2018	768.81	2,850.25	141.16	678.29	535.34	2,729.28	1,274.62	6,498.28
September 2018								
January 2019	740.31	2,878.75	134.38	685.07	508.05	2,756.57	1,209.64	6,563.26
March 2019								
July 2019	711.52	2,907.54	127.52	691.92	480.48	2,784.14	1,144.01	6,628.89
September 2019								
January 2020	682.45	2,936.62	120.61	698.84	452.64	2,811.98	1,077.72	6,695.18
March 2020								
July 2020	653.08	2,965.98	113.62	705.83	424.52	2,840.10	1,010.76	6,762.13
September 2020								
January 2021	623.42	2,995.64	106.56	712.89	396.12	2,868.50	943.14	6,829.76
March 2021								
July 2021	593.46	3,025.60	99.43	720.02	367.44	2,897.18	874.85	6,898.05
September 2021								
January 2022	563.21	3,055.85	92.23	727.22	338.46	2,926.15	805.87	6,967.03
March 2022								
July 2022	532.65	3,086.41	84.96	734.49	309.20	2,955.42	736.19	7,036.70
September 2022								
January 2023	501.78	3,117.28	77.61	741.84	279.65	2,984.97	665.83	7,107.07
March 2023								
July 2023	470.61	3,148.45	70.19	749.26	249.80	3,014.82	594.76	7,178.14
September 2023								

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

LOANS PAYABLE

C-9  
Sheet #4

	Green Trust							
	070205023		070201052A		070201052		070204040	
	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal
January 2024	\$		\$	756.75	\$	219.65	\$	3,044.97
March 2024	439.13	3,179.93	55.13	764.32	189.20	3,075.42	450.48	7,322.42
July 2024	407.33	3,211.73	47.49	771.96	158.45	3,106.17	377.25	7,395.65
September 2024	375.21	3,243.85	39.77	779.68	127.38	3,137.23	303.30	7,469.60
January 2025	342.77	3,276.29	31.97	787.47	96.01	3,168.61	228.60	7,544.30
March 2025	310.01	3,309.05	24.10	795.35	64.33	3,200.29	153.16	7,619.74
July 2025	276.92	3,342.14	16.15	803.30	32.32	3,232.28	76.94	7,695.97
September 2025	243.50	3,375.56	8.11	811.34				
January 2026	209.74	3,409.32						
March 2026	175.65	3,443.41						
July 2026	141.21	3,477.85						
September 2026	106.44	3,512.63						
January 2027	71.31	3,547.75						
March 2027	35.84	3,583.26						
July 2027								
September 2027								
March 2028								
September 2028								
March 2029								
September 2029								
March 2030								
	<u>\$ 24,743.41</u>	<u>\$116,400.00</u>	<u>\$ 4,340.89</u>	<u>\$ 23,520.39</u>	<u>\$ 16,356.74</u>	<u>\$ 91,375.64</u>	<u>\$ 38,944.61</u>	<u>\$ 217,561.05</u>



TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

C-11  
Sheet #1

IMPROVEMENT AUTHORIZATIONS

Description	Project	Ordinance Number	Date	Original Amount	Balance Dec. 31, 2009		2010 Authorized	Paid or Charged	Balance Dec. 31, 2010	
					Funded	Unfunded			Funded	Unfunded
					\$	\$			\$	\$
Clerk's Office	800	09-46a	6-22-09	20,200.00	225.00	19,975.00	5,147.39	15,052.61		
Cable TV Equipment and Upgrades	801	09-46b	6-22-09	85,200.00		34,455.00	12,404.35	22,050.65		
Fire Department Equipment	802	09-46c	6-22-09	522,000.00	269,769.09	240,660.00	341,013.18	169,415.91		
Health and Human Services	803	09-46d	6-22-09	53,500.00	600.00	52,900.00	53,312.00	188.00		
Information Systems	804	09-46e	6-22-09	198,000.00	7,655.00	190,345.00		198,000.00		
Library Systems	805	09-46f	6-22-09	50,000.00	560.00	49,440.00	50,000.00			
Police Department Equipment	806	09-46g	6-22-09	158,000.00		41,076.00		41,076.00		
Police Communications	807	09-46h	6-22-09	18,000.00		16.38				
Recreation Department	808	09-46i	6-22-09	93,000.00		70,103.08	10,950.00	59,153.08		
Public Works Equipment	809	09-46j	6-22-09	150,000.00	1,680.00	148,320.00	92,086.00	57,914.00		
Engineering - Building Improvements	810	09-46k	6-22-09	765,000.00		752,450.87	157,966.27	594,484.60		
Various Road Improvements	811	09-46	6-22-09	437,500.00	304,010.00	133,490.00	268,311.00	169,189.00		
Sewer Maintenance and Lining	812	09-46n	6-22-09	200,000.00	2,240.00	197,760.00	182,364.63	17,635.37		
Shade Tree and Ground Improvements	813	09-46o	6-22-09	85,000.00	85,000.00		62,322.50	22,677.50		
Section #20 Expenses	814	09-46	6-22-09	100,000.00	99,750.00		600.00	99,150.00		
Municipal Clerk Records Management	815	10-24a	8-09-10					1,500.00		
Fire Department Equipment	816	10-24b1	8-09-10					28,500.00		
Improvements to Fire Stations	817	10-24b2	8-09-10					47,738.00		
Animal Shelter Upgrades	818	10-24c	8-09-10					3,100.00		
Computer Equipment	819	10-24d1	8-09-10					81,000.00		
Phone System Upgrades	820	10-24d2	8-09-10					111,500.00		
Police Vehicle, Equipment and Furniture	821	10-24e	8-09-10					5,575.00		
Police Communications	822	10-24f	8-09-10					1,175.00		
Improvements to Athletic Fields	823	10-24g1	8-09-10					4,900.00		
Recreation Department Dump Truck	824	10-24g2	8-09-10					2,000.00		
Video Security at Athletic Fields	825	10-24g3	8-09-10					32,095.25		
Public Works Crew Cab Pick-Up	826	10-24h	8-09-10					2,600.00		
Municipal Building Elevator Upgrade	827	10-24i	8-09-10					49,400.00		
Resurfacing of Streets and Roads - CDBG Funds	828	10-24j	8-09-10					2,575.00		
Resurfacing of Streets and Roads	829	10-24k	8-09-10					48,925.00		
Sewer Maintenance and Inspection	830	10-24l1	8-09-10					2,400.00		
Sewer Connections	831	10-24l2	8-09-10					750.00		
Shade Tree and Grounds	832	10-24m	8-09-10					45,000.00		
Section #20 Expenses	833	10-24	8-09-10					855,000.00		
Acquisition of Equipment	902	05-10b	5-05-05	457,000.00	36,131.21	1,339.00		1,339.00		
Improvements to Various Parks	903	05-10c	5-05-05	199,000.00	343.88	3,673.85		1,363.85		
Resurfacing of Various Streets	904	05-10d	5-05-05	230,000.00	13,629.82	550.45		550.45		
Improvements of Sanitary Sewers	905	05-10e	5-05-05	201,000.00	3,541.91	8,500.00		10,000.00		
Acquisition of Vehicles	906	05-10f	5-05-05	175,000.00	28,107.72	96,900.00		100,818.00		
Improvements to Municipal Building	907	05-10a	5-05-05	838,000.00	10,319.71	6,431.77	10,319.71	6,431.77		
Administrative Equipment	908	08-23a	5-19-08	3,850.00		66,940.85		48,159.11		
Municipal Clerk Equipment and Minute Binding	909	08-23b	5-19-08	7,400.00		584.55		584.55		
Cable TV Equipment and Upgrades	910	08-23c	5-19-08	65,000.00						
Courtroom Benches	911	08-23d	5-19-08	10,000.00	500.00					
Fire Department Equipment	912	08-23e	5-19-08	352,000.00	255,100.00		251,182.00			
Animal Shelter Renovations	913	08-23f	5-19-08	51,585.00						
Information Systems	914	08-23g	5-19-08	165,550.00						
Law Department Equipment	915	08-23h	5-19-08	10,000.00						

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

C-11  
Sheet #2

IMPROVEMENT AUTHORIZATIONS

Project	Ordinance Number	Date	Original Amount	Balance Dec. 31, 2009		2010 Authorized	Paid or Charged	Balance Dec. 31, 2010	
				Funded	Unfunded			Funded	Unfunded
				\$	\$			\$	\$
Library Books	916	08-23i	50,000.00	11,760.10	11,760.10			11,760.10	
Police Department Equipment	917	08-23j	22,000.00	6,696.90	6,696.90			6,696.90	
Police Communications	918	08-23k	14,000.00	1,107.56	1,107.56		1,107.56		
Improvements of Sanitary Sewers	919	08-23l	310,000.00	35,355.00	35,355.00			35,355.00	
Recreational Improvements and Equipment	920	08-23m	1,211,000.00	698,752.00	140,021.59	960,058.41		23,000.00	
Construction Utility Vehicle	921	08-23n	23,000.00	1,150.00	21,850.00			6,845.00	
Public Works Front End Loader	922	08-23o	150,000.00	531,740.53		33,145.00		498,595.53	
Engineering - Building Improvements	923	08-23p	810,000.00	68,137.05		22,947.88			
Removal of Underground Storage Tanks	924	00-03	870,000.00	173,305.26		409,611.56		35,993.70	
Various Road Improvements	925	08-23p1	513,500.00	4,500.00		2,200.00		87,800.00	
Broad Street Lighting	926	08-23p2	90,000.00						
Improvements of Sanitary Sewers	927	08-23q	170,000.00			4,489.20		86,874.50	
Shade Tree and Ground Improvements	928	08-23r	190,000.00	8.40		8.40			
Resurfacing of Various Streets	929	00-17d	685,000.00			3,180.66			
Improvements of Sanitary Sewers	930	00-17e	244,500.00	2,956.25		2,500.00			
2008 Ordinance Section #20 Expenses	931	08-23	275,000.00	6,596.24		6,596.24			
Improvements to Various Parks	935	01-26c	181,000.00			15,409.47		261,706.25	
Resurfacing of Various Streets	936	01-26d	462,000.00						
Improvements of Sanitary Sewers	937	01-26e	207,500.00			2,144.00			
Improvements to Municipal Building	938	02-22a	588,000.00					4,950.00	
Acquisition of Equipment	940	02-22b	100,000.00	2,907.72				2,623.94	
Resurfacing of Various Streets	942	02-22d	135,000.00	27,003.11				763.72	
Acquisition of Vehicles	944	02-22e	171,000.00	5,832.55			5,832.55		
Improvements to Municipal Buildings	945	03-28a	197,000.00	6,807.50				2,500.00	
Resurfacing of Various Streets	948	03-28c	385,000.00	154.03				957.46	
Improvements of Sanitary Sewers	949	03-28d	112,000.00	2,788.37				2,788.37	
Refunding of Tax Appeals	950	08-40	1,232,363.00	94,944.83				23,703.59	
Refunding of Tax Appeals - Section #20	951	08-40	35,000.00	2,119.08				7,386,520.67	
Acquisition and Development of Property	952	03-37	15,000,000.00	8,149,229.80				1,554.49	
Improvements to Municipal Building	953	04-24a	369,000.00	31,000.00					
Improvements to Various Parks	955	04-24c	200,000.00	941.64					
Resurfacing of Various Streets	956	04-24d	588,000.00	10,523.90				4,532.88	
Improvements of Sanitary Sewers	957	04-24e	72,000.00	12,000.00				12,000.00	
Acquisition of Vehicles	958	04-24f	264,000.00	7,682.01				7,682.01	
Acquisition of Equipment	959	04-24b	257,000.00	49,647.53				4,500.00	
Civic Center Rehabilitation	960	08-39	140,000.00	50.00					
Civic Center Rehabilitation Section #20	961	08-39	40,000.00			50.00			
Improvements to Municipal Properties	962	04-29	44,337.50	2,605.35		700.00		20,750.00	
Improvements to Municipal Building	963	04-00	225,000.00			2,605.35			
Acquisition of Library Books	965	06-09a	80,500.00	334.52					
Improvements to Municipal Properties	966	06-09b	693,000.00	2,188.96				2,188.96	
Acquisition of Equipment	967	06-09c	468,500.00	97,288.16				96,379.64	
Improvements to Parks and Playgrounds	968	06-09d	389,750.00	442.85					
Resurfacing of Various Streets	969	06-09e	833,250.00	13,133.02				12,770.52	
Improvements of Sanitary Sewers	970	06-08f	56,000.00	992.71				992.71	
Acquisition of Vehicles	971	06-09g	840,000.00	128,601.23				74,177.75	
Administration Office Equipment	975	07-14a	3,115.00	1,243.75					
Municipal Clerk Office Equipment	976	07-14b	7,050.00	6,700.00				6,400.67	



TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

CAPITAL IMPROVEMENT FUND

C-12

	<u>Ref.</u>	
Balance December 31, 2009	C	\$ 141,016.09
Increased by:		
Current Budget Appropriation	C-2	<u>100,000.00</u>
		<u>241,016.09</u>
Decreased by:		
Appropriated to Finance Improvement Authorizations	C-11	<u>107,287.00</u>
Balance December 31, 2010	C	<u><u>\$ 133,729.09</u></u>

TOWNSHIP OF BLOOMFIELD  
GENERAL CAPITAL FUND

BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

C-13  
Sheet #1

Project Number	Ordinance Number	Date	Original Amount	Balance Dec. 31, 2009	2010 Authorized	Notes Issued	Balance Dec. 31, 2010
Improvements of Sanitary Sewers	912	4/20/98	\$ 204,000.00	\$ 122,170.03			\$ 122,170.03
Reconstruction of Vassar Field House	914	5/04/98	76,000.00	74,400.00			74,400.00
Improvements to Various Parks	917	5/17/99	141,800.00	35,435.34			35,435.34
Resurfacing of Various Streets	918	5/17/99	534,250.00	170,943.73			170,943.73
Improvements of Sanitary Sewers	919	5/17/99	295,150.00	212,727.04			212,727.04
Improvements to Real Property	922	7/12/99	119,000.00	31,826.68			31,826.68
Improvements to Municipal Building	923	5/17/99	366,600.00	232,038.90			232,038.90
Improvements to Municipal Building	926	5/01/00	1,200,000.00	54,930.01			54,930.01
Acquisition of Equipment	927	5/01/00	385,000.00	2,621.13			2,621.13
Improvements of Sanitary Sewers	930	5/01/00	232,000.00	30,631.63			30,631.63
Improvements to Municipal Building	933	7/09/01	573,500.00	58,664.02			58,664.02
Acquisition of Equipment	934	01-26	330,000.00	62,978.26			62,978.26
Resurfacing of Various Streets	936	7/09/01	440,000.00	18,489.18			18,489.18
Improvements of Sanitary Sewers	937	01-26	197,500.00	97,500.00			97,500.00
Improvements to Municipal Building	939	02-22	559,500.00	9,500.00			9,500.00
Acquisition of Equipment	940	02-22	95,000.00	4,799.07			4,799.07
Resurfacing of Various Streets	942	02-22	128,500.00	39,100.00			39,100.00
Acquisition of Vehicles	944	02-22	162,500.00	2,500.00			2,500.00
Improvements to Municipal Building	945	03-28	188,500.00	113,475.37			113,475.37
Resurfacing of Various Streets	948	03-28	366,500.00	41,500.00			41,500.00
Improvements to Sanitary Sewers	949	03-28	106,500.00	66,500.00			66,500.00
Acquisition of Vehicles	950	03-28	254,000.00	1,543.18			1,543.18
Acquisition and Development of Property	952	10/07/03	15,000,000.00	8,350,000.00		2,500,000.00	5,850,000.00
Improvements to Municipal Building	953	04-24	351,000.00	31,000.00			31,000.00
Improvements to Various Parks	955	04-24	190,000.00	15,000.00			15,000.00
Resurfacing of Various Streets	956	04-24	560,000.00	35,000.00			35,000.00
Improvements to Sanitary Sewers	957	04-24	68,500.00	12,000.00			12,000.00
Acquisition of Vehicles	958	04-24	251,000.00	11,000.00			11,000.00
Acquisition of Equipment	959	04-24	244,500.00	4,500.00			4,500.00
Improvements to Municipal Building	963	9/08/04	214,000.00	214,000.00			214,000.00
Section #20 Expenses	993	4/16/07	199,988.00	211.00			211.00
Toney's Brook Retaining Wall	996	12/17/07	218,000.00	218,000.00			218,000.00
Recreation Improvements	920	5/19/08	698,752.00	500,000.00			500,000.00
Refunding of Tax Appeals	950	10/20/08	1,232,363.00	95,967.00			95,967.00



TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

CASH RECEIPTS, DISBURSEMENTS AND RECONCILIATION - TREASURER

D-4

	<u>Ref.</u>	<u>Operating Fund</u>	<u>Capital Fund</u>
Balance December 31, 2009	D	\$ 916,669.43	\$ 270,379.71
Increased by Receipts:			
Miscellaneous Revenue	D-2	\$ 1,995.63	
Collector	D-6	6,959,019.09	
Interfunds Receivable	D-10	1,144.42	1,000,000.00
Interest on Investments	D-10		428.54
		<u>6,962,159.14</u>	<u>1,000,428.54</u>
		7,878,828.57	1,270,808.25
Decreased by Disbursements:			
Fund Balance	D-1	150,000.00	
Budget Appropriations	D-3	6,555,557.73	
Interfund Settlement	D-10	9,598.92	428.54
Appropriation Reserves	D-11	155,447.28	
Accounts Payable	D-12	17,988.00	
Accrued Interest Payable	D-14	174,547.50	
Water Rent Overpayments	D-15	14,811.65	
Improvement Authorizations	D-16		175,585.34
		<u>7,077,951.08</u>	<u>176,013.88</u>
Balance December 31, 2010	D	<u>\$ 800,877.49</u>	<u>\$ 1,094,794.37</u>
<u>Bank Reconciliation December 31, 2010</u>			
Balance per Bank Statements:			
PNC Bank:			
Account #81-0117-8576		\$ 791,461.50	\$ -
Account #81-0117-8568			95,222.91
Plus: Deposits-in-Transit		<u>173,641.27</u>	<u>1,000,000.00</u>
		965,102.77	1,095,222.91
Less: Outstanding Checks		<u>164,225.28</u>	<u>428.54</u>
	Above	<u>\$ 800,877.49</u>	<u>\$ 1,094,794.37</u>

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

ANALYSIS OF WATER UTILITY CAPITAL CASH

D-5

	Ordinance Number	Project Number	Balance Dec. 31, 2009	Receipts	Disbursed	Transfers		Balance Dec. 31, 2010
						From	To	
<u>General Accounts</u>								
Interfunds Payable			\$ (1,000,000.00)	\$ 1,000,428.54	\$ 428.54	\$	\$	\$ 250.00
Capital Improvement Fund			17,500.00			17,250.00		
<u>Improvement Authorizations</u>								
Improvement to Water Supply System								
Water Main Rehabilitation	01-27	577	(338,000.00)					(338,000.00)
Water Main Rehabilitation	02-23	578	(199,000.00)					(199,000.00)
Water Main Rehabilitation	03-29	579	123,590.52		132,209.34			(8,618.82)
Water Main Rehabilitation	04-23	580	528,365.88					528,365.88
Water Main Rehabilitation	05-11	581	40,572.61		14,306.25			26,266.36
Water Main Rehabilitation	06-10	582	673,965.19					673,965.19
Water Main Rehabilitation	06-10	583	378,953.87					378,953.87
Acquisition of Vehicles	06-10	584	2,180.48					2,180.48
Water Utility Administration	07-15	585	77,889.91		2,625.00			75,264.91
Section 20 Expenses	07-15	586	6,500.00					6,500.00
Acquisition of Equipment	08-24a	587	(41,100.00)		4,207.25			(36,892.75)
Geographical Info System	08-24c	587	(1,018.75)		1,437.50			(316.75)
Abandonment of Three Wells	08-24d	587			20,800.00			(20,800.00)
Water Utility Improvements	10-25	589				17,250.00		17,250.00
			\$ 270,379.71	\$ 1,000,428.54	\$ 176,013.88	\$ 17,250.00	\$ 17,250.00	\$ 1,094,794.37
		Reference	D	D-4	D-4	Contra	Contra	D

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

CASH RECEIPTS AND DISBURSEMENTS - COLLECTOR

D-6

	<u>Ref.</u>		<u>Operating Fund</u>
Increased by Receipts:			
Miscellaneous Revenue	D-2	\$ 115,321.49	
Consumer Accounts Receivable	D-7	6,763,935.76	
Water Rent Overpayments	D-15	<u>79,761.84</u>	
			\$ 6,959,019.09
Decreased by Disbursements:			
Turnover to Treasurer	D-4		<u>6,959,019.09</u>
			<u>\$ -</u>

CONSUMER ACCOUNTS RECEIVABLE

D-7

	<u>Ref.</u>		
Balance December 31, 2009	D		\$ 809,947.36
Increased by:			
2010 Water Rent Billings (Net)	Reserve		<u>6,745,033.41</u>
			7,554,980.77
Decreased by:			
Collections	D-6	\$ 6,763,935.76	
Overpayments Applied	D-15	<u>68,099.10</u>	
	D-2		<u>6,832,034.86</u>
Balance December 31, 2010	D		<u>\$ 722,945.91</u>

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

FIXED CAPITAL

D-8

	<u>Balance</u> <u>Dec. 31, 2009</u>	<u>Balance</u> <u>Dec. 31, 2010</u>
Wanaque System	\$ 1,462,571.81	\$ 1,462,571.81
Water Supply and Distribution System	5,607,103.73	5,607,103.73
Water Meters	1,220,000.00	1,220,000.00
Water Main Rehabilitation Improvements to Water Supply System	2,153,532.81	2,153,532.81
	7,980,580.08	7,980,580.08
	<u>\$18,423,788.43</u>	<u>\$18,423,788.43</u>
<u>Reference</u>	<u>D</u>	<u>D</u>

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

D-9

FIXED CAPITAL AUTHORIZED AND UNCOMPLETED

<u>Improvement Description</u>	<u>Ordinance</u>		<u>Amount</u>	<u>Balance</u>	<u>2010</u>	<u>Balance</u>
	<u>Number</u>	<u>Date</u>		<u>Dec. 31, 2009</u>	<u>Authorization</u>	<u>Dec. 31, 2010</u>
Water Main Rehabilitation	02-23	8-05-02	\$ 825,000.00	\$ 825,000.00	\$	\$ 825,000.00
Water Main Rehabilitation	03-29	8-04-03	820,000.00	820,000.00		820,000.00
Water Main Rehabilitation	04-23	5-03-04	850,000.00	850,000.00		850,000.00
Water Main Rehabilitation	05-11	5-02-05	675,000.00	675,000.00		675,000.00
Water Main Rehabilitation	06-10	3-06-06	381,750.00	401,000.00		401,000.00
Water Main Rehabilitation	06-10	3-06-06	141,750.00	149,000.00		149,000.00
Water Main Rehabilitation	07-15	4-16-07	132,500.00	132,500.00		132,500.00
Section 20 Administration	07-15	4-16-07	6,500.00	6,500.00		6,500.00
Acquisition of Equipment	08-24a	5-19-08	81,603.00	81,603.00		81,603.00
Collector's Office Renovation	08-24b	5-19-08	52,309.00	52,309.00		52,309.00
Geographical Info System	08-24c	5-19-08	287,702.00	287,702.00		287,702.00
Abandonment of Three Wells	08-24d	5-19-08	31,386.00	31,386.00		31,386.00
Water Utility Improvements	10-25	8-10-10	345,000.00		345,000.00	345,000.00
				<u>\$ 4,312,000.00</u>	<u>\$ 345,000.00</u>	<u>\$ 4,657,000.00</u>

D

D-16

D

Reference

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

D-10

INTERFUNDS - WATER UTILITY

<u>Ref.</u>	<u>Water Operating</u>			<u>Payroll</u> <u>Deductions</u>	<u>Water Capital</u>	
	<u>Total</u>	<u>Current</u>	<u>Water</u> <u>Capital</u>		<u>Total</u>	<u>General</u> <u>Capital</u>
D	\$	\$	\$	\$	\$1,000,000.00	\$
D	(8,883.04)	(8,883.04)				
D-2	428.54		428.54			428.54
D-4	9,598.92	8,883.04		715.88		
	<u>1,144.42</u>	<u>-</u>	<u>428.54</u>	<u>715.88</u>	<u>1,000,000.00</u>	<u>428.54</u>
D-4	1,144.42		428.54	715.88	1,000,000.00	428.54
D-4	<u>1,144.42</u>		<u>428.54</u>	<u>715.88</u>	<u>1,000,000.00</u>	<u>428.54</u>
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Balance December 31, 2009:

From  
(To)

Increased by:

Interest on Investments  
Cash Disbursed

Decreased by:

Cash Receipts  
Interest on Investments

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

APPROPRIATION RESERVES

D-11

	<u>Encumbered</u>	<u>Balance Dec. 31, 2009</u>	<u>Reserved</u>	<u>Balance After Transfers</u>	<u>Expenditures</u>	<u>Balance Lapsed</u>
Salaries and Wages	\$	\$ 40,570.35	\$ 40,570.35	\$ 40,570.35	\$ 16,855.29	\$ 23,715.06
Other Expenses	44,130.25	37,126.53	85.12	91,656.78	51,457.83	40,198.95
Operation of Wells	7.83	85.12	85.12	92.95	7.83	85.12
Purchase of Water	41,282.84	171,038.36	171,038.36	212,321.20	87,126.33	125,194.87
Wanaque Cost North		4.92	4.92	4.92		4.92
Wanaque Cost South		3.92	3.92	3.92		3.92
Public Employees' Retirement System		131,600.00	131,600.00	131,600.00		131,600.00
Social Security		33,131.09	33,131.09	22,731.09		22,731.09
	<u>\$ 85,420.92</u>	<u>\$ 413,560.29</u>	<u>\$ 413,560.29</u>	<u>\$ 498,981.21</u>	<u>\$ 155,447.28</u>	<u>\$ 343,533.93</u>

Reference

D

D

D-4

D-1

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

ACCOUNTS PAYABLE

D-12

	<u>Ref.</u>	<u>Water Operating</u>
Balance December 31, 2009	D	\$ 17,988.00
Decreased by: Payments	D-4	<u>17,988.00</u>
		<u>\$ -</u>

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

D-13

SERIAL BONDS PAYABLE

<u>Purpose</u>	<u>Original Issue</u>		<u>Maturities of Bonds Outstanding</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2009</u>	<u>Bonds Redeemed</u>	<u>Balance Dec. 31, 2010</u>
	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>				
Refunding Bonds of 2005	2-01-05	\$2,255,000.00	6-15-11	\$315,000.00	4.00 %			
			6-15-12	310,000.00	3.50			
			6-15-13	310,000.00	4.00			
			6-15-14	305,000.00	4.00			
			6-15-15	300,000.00	3.50	\$1,860,000.00	\$320,000.00	\$1,540,000.00
Water Bonds of 2007	6-01-07	2,772,000.00	6-01-11	200,000.00	4.125			
			6-01-12	225,000.00	4.125			
			6-01-13/16	250,000.00	4.125			
			6-01-17	275,000.00	4.125			
			6-01-18/20	300,000.00	4.125	2,772,000.00	172,000.00	2,600,000.00
					<u>\$4,632,000.00</u>	<u>\$492,000.00</u>	<u>\$4,140,000.00</u>	

Reference

D

D-17

D

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

ACCRUED INTEREST PAYABLE

D-14

	<u>Ref.</u>	<u>Bonds</u>
Balance December 31, 2009	D	\$ 5,688.54
Increased by:		
2010 Budget Appropriations	D-3	174,547.50
		<u>180,236.04</u>
Decreased by:		
Payments	D-4	<u>174,547.50</u>
Balance December 31, 2010	D	<u><u>\$ 5,688.54</u></u>

WATER RENT OVERPAYMENTS

D-15

	<u>Ref.</u>	
Balance December 31, 2009	D	\$ 68,099.10
Increased by:		
Overpayments	D-6	79,761.84
		<u>147,860.94</u>
Decreased by:		
Cancelled	D-1	\$ 189.53
Refunded	D-4	14,811.65
Applied to Rents Receivable	D-7	<u>68,099.10</u>
		<u>83,100.28</u>
Balance December 31, 2010	D	<u><u>\$ 64,760.66</u></u>

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

D-16

IMPROVEMENT AUTHORIZATIONS

Improvement Description	Ordinance Number	Ordinance Date	Amount	Balance Dec. 31, 2009		2010 Authorization	Expended	Balance Dec. 31, 2010	
				Funded	Unfunded			Funded	Unfunded
Water Main Rehabilitation	02-23	8-05-02	\$ 825,000.00	\$ 123,590.52	\$ 285,000.00	\$	\$ 132,209.34	\$	\$ 276,381.18
Water Main Rehabilitation	03-29	8-04-03	820,000.00	528,365.88	280,000.00			528,365.88	280,000.00
Water Main Rehabilitation	04-23	5-03-04	850,000.00	40,572.61	809,000.00		14,306.25	26,266.36	809,000.00
Water Main Rehabilitation	05-11	5-02-05	675,000.00	673,965.19	500.00			673,965.19	500.00
Water Main Rehabilitation	06-10	3-06-06	401,000.00	378,953.87	21,750.00			378,953.87	21,750.00
Acquisition of Vehicles	06-10	3-06-06	149,000.00	2,180.48	1,750.00			2,180.48	1,750.00
Water Utility Administration	07-15	4-16-07	132,500.00	77,869.91			2,625.00	75,244.91	
Section 20 Expenses	07-15	4-16-07	6,500.00	6,500.00				6,500.00	
Acquisition of Equipment	08-24a	5-19-08	81,603.00		40,503.00		4,207.25		36,295.75
Collector's Office Renovation	08-24b	5-19-08	52,309.00		52,309.00				52,309.00
Geographical Info System	08-24c	5-19-08	287,702.00		286,683.25		1,437.50		285,245.75
Abandonment of Three Wells	08-24d	5-19-08	31,386.00		31,386.00		20,800.00		10,586.00
Water Utility Improvements	10-25	8-09-10	345,000.00		345,000.00			17,250.00	327,750.00
				\$ 1,831,998.46	\$ 1,808,881.25	\$ 345,000.00	\$ 175,585.34	\$ 1,708,726.69	\$ 2,101,567.68

Reference

D

D

D-4

D-9

D

D

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

RESERVE FOR AMORTIZATION

D-17

	<u>Ref.</u>	
Balance December 31, 2009	D	\$ 15,535,788.43
Increased by:		
Bonds Redeemed	D-13	<u>492,000.00</u>
Balance December 31, 2010	D	<u><u>\$ 16,027,788.43</u></u>

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

DEFERRED RESERVE FOR AMORTIZATION

D-18

	<u>Ref.</u>	
Balance December 31, 2009	D	\$ 180,000.00
Increased by:		
Down Payment on Improvement	D-19	<u>17,250.00</u>
Balance December 31, 2009	D	<u>\$ 197,250.00</u>

<u>Number</u>		<u>Amount</u>
<u>Ordinance</u>	<u>Project</u>	
02-23	579	\$ 40,000.00
03-29	580	40,000.00
04-23	581	41,000.00
05-11	582	32,500.00
06-10	583	19,250.00
06-10	584	7,250.00
10-25	589	<u>17,250.00</u>
		<u>\$ 197,250.00</u>

CAPITAL IMPROVEMENT FUND

D-19

	<u>Ref.</u>	
Balance December 31, 2009	D	\$ 17,500.00
Decreased by:		
Down Payment on Improvement	D-18	<u>17,250.00</u>
Balance December 31, 2010	D	<u>\$ 250.00</u>

TOWNSHIP OF BLOOMFIELD  
WATER UTILITY

D-20

BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

Description	Number	Ordinance		Balance Dec. 31, 2009	2010 Authorized	Balance Dec. 31, 2010
		Date	Amount			
Improvement to Water Supply System		5-01-00	\$ 685,000.00	\$ 338,000.00	\$	\$ 338,000.00
Water Main Rehabilitation	01-27	7-09-01	690,000.00	199,000.00		199,000.00
Water Main Rehabilitation	02-23	8-05-02	785,000.00	285,000.00		285,000.00
Water Main Rehabilitation	03-29	8-04-03	780,000.00	280,000.00		280,000.00
Water Main Rehabilitation	04-23	5-03-04	809,000.00	809,000.00		809,000.00
Water Main Rehabilitation	05-11	5-02-05	642,500.00	500.00		500.00
Water Main Rehabilitation	06-10	3-06-06	381,750.00	21,750.00		21,750.00
Water Main Rehabilitation	06-10	3-06-06	141,750.00	1,750.00		1,750.00
Acquisition of Equipment	08-24a	5-19-08	81,603.00	81,603.00		81,603.00
Collector's Office Renovation	08-24b	5-19-08	52,309.00	52,309.00		52,309.00
Geographical Info System	08-24c	5-19-08	287,702.00	287,702.00		287,702.00
Abandonment of Three Wells	08-24d	5-19-08	31,386.00	31,386.00		31,386.00
Water Utility Improvements	10-25	8-10-10	327,750.00	327,750.00		327,750.00
				<u>\$2,388,000.00</u>	<u>\$327,750.00</u>	<u>\$2,715,750.00</u>
			<u>Reference</u>	<u>D</u>		<u>D</u>

**PART II**  
**REPORT ON COMPLIANCE AND ON INTERNAL CONTROL**  
**SINGLE AUDIT ATTACHMENTS**  
**ROSTER OF OFFICIALS**  
**LETTER OF TRANSMITTAL, COMMENTS AND RECOMMENDATIONS**  
**(MANAGEMENT LETTER)**  
**DECEMBER 31, 2010**

# SAMUEL KLEIN AND COMPANY

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## REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF STATUTORY BASIS FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Honorable Mayor and Members  
of the Township Council  
Township of Bloomfield  
Bloomfield, New Jersey 07003

We have audited the statutory basis financial statements of the various funds of the Township of Bloomfield, County of Essex, as of and for the years ended December 31, 2010 and December 31, 2009, and have issued our report thereon dated June 24, 2011, which was qualified as a result of the Municipality's policy to prepare its financial statements on the basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with the modified accrual basis, with certain exceptions, and the budget laws of New Jersey, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Municipality's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Municipality's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Municipality's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. We noted certain matters, however, that we have reported and described in Part II of the accompanying "Report on Examination of Accounts".

This report is intended solely for the information and use of the Municipality's governing body and management, appropriate State and Federal awarding agencies and the Division of Local Government Services, Department of Community Affairs, State of New Jersey. It is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

A handwritten signature in cursive script that reads "Samuel Klein and Company". The signature is written in black ink and is positioned above the printed name of the firm.

SAMUEL KLEIN AND COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS

Newark, New Jersey  
June 24, 2011

# SAMUEL KLEIN AND COMPANY

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## REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH FEDERAL OMB CIRCULAR A-133 AND STATE CIRCULAR LETTER 04-04 OMB

The Honorable Mayor and Members  
of the Township Council  
Township of Bloomfield  
Bloomfield, New Jersey 07003

### Compliance

We have audited the compliance of the Township of Bloomfield, County of Essex, with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement*, and the New Jersey State Office of Management and Budget's *State Grant Compliance Supplement* that are applicable to each of its major federal and state programs for the year ended December 31, 2010. The Municipality's major federal and state programs are identified in the summary of auditor's results section of the accompanying schedules of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal and state programs is the responsibility of the management of the municipality. Our responsibility is to express an opinion on the Municipality's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey; OMB Circular A-133, *Audits of State, Local Governments, and Nonprofit Organizations*; and the provisions of state Treasury Circular Letter 04-04 OMB, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid Payments* and the *New Jersey State Office of Management and Budget's State Grant Compliance Supplement*. Those standards and Circulars require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal or state program occurred. An audit includes examining, on a test basis, evidence about the Municipality's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Municipality's compliance with those requirements.

In our opinion, the Township of Bloomfield, County of Essex, complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal and state programs for the year ended December 31, 2010.

### **Internal Control Over Compliance**

The management of the Township of Bloomfield is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to federal and state programs. In planning and performing our audit, we considered the Municipality's internal control over compliance with the requirements that could have a direct and material effect on a major federal or state program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Municipality's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal or state program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal or state program will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

However, we noted certain immaterial instances of noncompliance and other matters involving the internal control over financial reporting that we have reported and described in Part II of the accompanying "Report on Examination of Accounts".

### **Schedule of Expenditures of Federal Awards and State Financial Assistance**

We have audited the financial statements of the Township of Bloomfield as of and for the year ended December 31, 2010, and have issued our report thereon dated June 24, 2011. Our audit was performed for the purpose of forming our opinions on the financial statements that collectively comprise the Municipality's basic financial statements. The accompanying Schedules of Expenditures of Federal Awards and State Financial Assistance is presented for purposes of additional analysis as required by OMB Circular A-133 and State of New Jersey Circular 04-04 and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

This report is intended solely for the information and use of the Municipality's governing body and management, State and Federal awarding agencies and the Division of Local Government Services, Department of Community Affairs, State of New Jersey. It is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.



SAMUEL KLEIN AND COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS

Newark, New Jersey  
June 24, 2011

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2010

SCHEDULE A  
Sheet #1

Federal Funding Department	Program	Catalog Number	2010 Grant Award	2010 Amount Received	Expenditures	
					Current Year	Total
Housing and Urban Development	Community Development Block Grants: Passed-Through County of Essex:	14.218				
	2010		\$ 1,272,530.00	\$ 903,706.39	\$	\$
	2009		1,474,585.00		533,054.01	533,054.01
	2008		1,135,171.00		406,374.76	1,135,171.00
	2007		1,167,887.00			1,167,887.00
	Section 8 Voucher Program:	14.239				
	Grant:					
	2010		2,643,024.00	2,643,024.00	2,494,368.50 *	2,494,368.50
	2009		1,824,075.00		125,601.78 *	1,824,075.00
	2008		2,526,345.00			2,526,345.00
	Interest and Other Income				735,613.41 *	1,835,250.84
Health and Human Services	Older American's Act - Title III: Passed-Through County of Essex: Visiting Nurse:	13.991				
	2009		24,057.00			21,748.84
	2008		24,057.00			23,271.20
U. S. Department of Justice	Justice Assistance Grant: 2010 Ed Byrne Memorial	16.710	17,994.00			
	2009 Local Solicitation		19,467.00		19,467.00	19,467.00
	2009 Recovery		80,272.00	22,284.00	52,203.67	80,272.00
	2007		22,284.00		10,302.16	17,940.04
	COPS in Schools:	16.710				
	2006		145,000.00			145,000.00
	2004		26,000.00			26,000.00
	Police Bulletproof Vest Partnership:	16.607				
	2010		18,031.25	11,281.25	5,460.00	5,460.00
	2008		2,417.94		2,417.94	2,417.94
	2007		2,228.67		1,893.97	2,228.67
	Local Law Enforcement Block Grant:	16.592				
	2005		11,009.00			11,009.00
	2004		25,414.00			25,414.00

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE FISCAL YEAR ENDED DECEMBER 31, 2010

SCHEDULE A  
Sheet #2

Federal Funding Department	Program	Catalog Number	2010 Grant Award	2010 Amount Received	Expenditures	
					Current Year	Total
Department of Environmental Protection	Storm Water Regulation Grant: Passed-Through State of New Jersey:	66.605				
	2008		\$ 5,155.00	\$ 5,155.00		
	2007		10,309.00	10,309.00		
	2004		20,619.00		20,619.00	
Department of Homeland Security	SAFER Volunteer Fire 2007	97.083	329,500.00	41,440.00	23,280.69	177,441.96
				<u>\$ 3,621,735.64</u>	<u>\$ 4,410,037.89</u>	<u>\$ 12,109,905.00</u>

\* Subject to independent audit by another accounting firm.

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

SCHEDULE OF STATE FINANCIAL ASSISTANCE PROGRAMS  
FOR THE YEAR ENDED DECEMBER 31, 2010

Schedule B  
Sheet #1

State Funding Agency and Program	State Account Number	2010 Program Amounts		2010 Amount Received	Expenditures	
		Grant Awards	Matching Funds		Current Year	Total
<u>Community Affairs</u>						
Handicapped Recreational Opportunities:	8050-150-051570-60	\$ 15,000.00	\$	\$ 2,119.86	\$ 12,868.28	\$ 12,868.28
2010		15,001.50	3,000.00		6,958.41	18,001.50
2009		8,000.00	1,600.00			4,719.86
2008						
<u>ADA Compliance:</u>						
2008		50,000.00				50,000.00
<u>Safe and Secure Communities Grant:</u>	066-1020-100-232-6120					
2010		60,000.00		58,606.00	60,000.00	60,000.00
2009		58,606.00				58,606.00
2008		85,000.00			85,000.00	85,000.00
Special Legislation - Third River Restoration						
Garden State Preservation Trust		500,000.00				
<u>Law and Public Safety</u>						
Drunk Driving Enforcement Fund:	1110-100-066-1110					
2010		9,296.54		9,296.54	4,400.00	4,400.00
2009		10,610.16				10,610.16
Body Armor Replacement:	1020-718-066-1020					
2010		14,054.63		14,054.63		
2009		13,055.48			9,596.88	9,596.88
2008		14,644.91			2,981.21	14,644.91
2007		12,219.98				12,219.98
2006		11,119.39				11,119.39
<u>Environmental Protection and Energy</u>						
Clean Communities:	042-4900-765-004-6021					
2010		66,645.56		66,645.56	2,475.43	2,475.43
2009		69,619.90			9,406.46	49,847.46
2008		48,707.86				10,120.71
2007		47,907.34				47,907.34

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

SCHEDULE OF STATE FINANCIAL ASSISTANCE PROGRAMS  
FOR THE YEAR ENDED DECEMBER 31, 2010

Schedule B  
Sheet #2

State Funding Agency and Program	State Account Number	Program Amounts		2010 Amount Received	\$	Expenditures	
		Grant Awards	Matching Funds			Current Year	Total
<u>Environmental Protection and Energy</u> Statewide Livable Communities Grant:					\$		\$
2006 Farrand Street Parking Lot		\$ 83,672.00					49,210.00
2005 Municipal Building Council		50,000.00					19,525.16
2005 Building Restoration		75,000.00		75,000.00			
2005 Clark's Pond		1,000,000.00					1,000,000.00
2004 Children's Library		50,000.00		50,000.00			
2001 Clark's Pond		100,000.00					100,000.00
<u>Local Domestic Preparedness:</u>							
2005		50,000.00					50,000.00
<u>Special Needs - Human Services:</u>							
2010		33,115.00		26,046.00		9,594.45	9,594.45
2009		33,115.00				27,923.58	33,115.00
2008		34,080.00					34,080.00
<u>Recycling Tonnage Aid:</u>							
2009		20,419.02					20,419.02
<u>Green Communities Challenge Grant</u>							
Tree Planting		2,000.00					2,000.00
		7,500.00	2,500.00				10,000.00
<u>Energy Efficiency and Conservation Lighting Upgrade:</u>							
2009		177,000.00		136,000.00		136,000.00	136,000.00
<u>Transportation</u>							
New Jersey Transportation Trust Fund Authority Act of 1984:	6320-480-601385-61						
2010 Liberty Street and JFK Parkway		452,621.00					15,400.00
2009 Dodd Street and JFK Parkway		280,445.00		89,149.39			
2008 Broughton Avenue and Chapel Street		265,500.00		55,606.33			165,001.97
2008 Carteret Safe School Route		50,000.00					
2007 Glenwood and Macolis		230,000.00		11,776.97			170,693.56
2005 Bloomfield Center Streetscape		155,000.00		112,851.73			145,610.31
2003 James Street		100,000.00					100,000.00

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

SCHEDULE OF STATE FINANCIAL ASSISTANCE PROGRAMS  
FOR THE YEAR ENDED DECEMBER 31, 2010

Schedule B  
Sheet #3

State Funding Agency and Program	State Account Number	2010 Program Amounts		2010 Amount Received	Expenditures	
		Grant Awards	Matching Funds		Current Year	Total
<u>Transportation</u> New Jersey Transportation Trust Fund Authority Act of 1984: 2000 Montgomery Avenue 1997 Bay Avenue		\$215,000.00 69,000.00	\$	\$	\$	215,000.00 69,000.00
<u>Health</u> Municipal Alliance on Alcoholism: Passed-Through County of Essex: 2010 2009 2008	2000-475-9915120-60	36,000.00 36,000.00 39,000.00	9,000.00 10,000.00 10,000.00	24,734.62	31,510.46 11,714.64	31,510.46 40,728.97 47,615.10
Tobacco Sales Enforcement: 2008	4213-100-130-6120	4,560.00		2,762.96		3,962.96
Public Health Priority Funding: 2010 2009 2008		15,766.00 30,758.00 29,672.00		15,766.00	15,748.00 4,807.90	15,748.00 30,758.00 29,672.00
Pandemic Flu Preparedness: 2008 2007		7,531.00 11,711.00				5,099.84 11,711.00
Influenza A-H1N1 Virus: 2010 2009		31,577.00 136,666.00		115,697.00	6,802.88 133,605.37	6,802.88 136,666.00
<u>Motor Vehicles</u> Pedestrian Safety Enforcement and Education: 2010 2009 2008		13,000.00 14,000.00 20,000.00		13,000.00	6,300.00 10,400.00 1,600.00	6,300.00 14,000.00 13,500.00

TOWNSHIP OF BLOOMFIELD  
CURRENT FUND

SCHEDULE OF STATE FINANCIAL ASSISTANCE PROGRAMS  
FOR THE YEAR ENDED DECEMBER 31, 2010

Schedule B  
Sheet #4

State Funding Agency and Program	State Account Number	Program Amounts		2010 Amount Received	Expenditures	
		Grant Awards	Matching Funds		Current Year	Total
<u>Highway Safety</u>						
Over the Limit Under Arrest:						
2010 Year End		\$ 5,000.00	\$	\$	\$ 3,200.00	\$ 3,200.00
2010		4,400.00		9,400.00	4,400.00	4,400.00
2009		11,000.00			4,600.00	10,900.00
2008		5,000.00				5,000.00
Obey the Signs or Pay the Fines:						
2009		4,000.00				4,000.00
You Drink, You Drive, You Lose		5,000.00			1,830.00	5,000.00
Safety Belt Performance:						
2009		18,000.00		15,400.00		15,400.00
<u>Archives and Records Management</u>						
Public Archives and Record Infrastructure (PARIS):						
2009		75,048.00		18,762.00	27,685.52	27,685.52
Needs Assessment and Planning (PARIS):						
2008		38,300.00		275.37		38,274.52
<u>Information Technology</u>						
Enhanced 9-1-1 General Assistance:						
2006		114,470.00			15,450.00	96,141.69
<u>Administration</u>						
Smart Future Planning Growth:						
2006		25,000.00				25,000.00
				<u>\$920,831.10</u>	<u>\$633,991.19</u>	<u>\$3,422,996.03</u>

## TOWNSHIP OF BLOOMFIELD

### NOTES TO THE SCHEDULES OF AWARDS AND FINANCIAL ASSISTANCE

DECEMBER 31, 2010

#### 1. GENERAL

The accompanying Schedules of Awards and Financial Assistance present the activity of all federal and state financial assistance programs of the Township of Bloomfield. The Township of Bloomfield is defined in Note 1(A) to the Township's statutory basis financial statements. All federal financial assistance received directly from federal agencies as well as federal financial assistance, passed through other government agencies, is included on the Schedule of Federal Awards. Amounts reported in the accompanying schedules agree with amounts reported in the Township's statutory basis financial statements.

#### 2. BASIS OF ACCOUNTING

The accompanying schedules of awards and financial assistance are presented using the modified accrual basis of accounting with certain exceptions. These bases of accounting are described in Notes 1(C) and 1(D) to the Township's statutory basis financial statements.

#### 3. RELATIONSHIP TO STATUTORY BASIS FINANCIAL STATEMENTS

Amounts reported in the accompanying schedules agree with amounts reported in the Township's statutory basis financial statements. These amounts are reported in either the Current Fund or General Trust Fund. Matching contributions expended by the Township in accordance with terms of the various grants are reported in the accompanying schedules.

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued: Qualified

Internal control over financial reporting:

Material weakness(es) identified?      Yes   X   No

Control deficiency(ies) identified?      Yes   X   None  
Reported

Significant deficiency identified not considered  
to be material weaknesses?      Yes   X   None  
Reported

Noncompliance material to financial statements noted?      Yes   X   No

Federal Awards

Internal control over major federal programs:

Material weakness(es) identified?      Yes   X   No

Control deficiency(ies) identified?      Yes   X   None  
Reported

Significant deficiency identified not considered  
to be material weaknesses?      Yes   X   None  
Reported

Type of auditor's report issued on compliance  
for major programs: Unqualified

Any audit findings disclosed that are required to  
be reported in accordance with Circular A-133,  
Section .510(a)?      Yes   X   No

Identification of major federal programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
14.218	Community Development Block Grant

Dollar threshold used to distinguish between  
Type A and Type B programs: \$300,000.00

Auditee qualified as low-risk auditee?   X   Yes      No

**TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010  
(Continued)**

**Section I - Summary of Auditor's Results (Continued)**

**State Awards**

Internal control over major state programs:

Material weakness(es) identified?  Yes  No

Control deficiency(ies) identified?  Yes  None Reported

Significant deficiency identified not considered to be material weaknesses?  Yes  None Reported

Type of auditor's report issued on compliance for major programs: Unqualified

Any audit findings disclosed that are required to be reported in accordance with OMB Circular 04-04 and listed in Section III of the Schedule?  Yes  No

Identification of major state programs:

<u>Account Number(s)</u>	<u>Name of State Program or Cluster</u>
066-1020-100-232-6120	Safe and Secure Communities Grant
6320-480-601385-61	New Jersey Transportation Trust Fund Authority Act of 1984
2000-475-9915120-60	Municipal Alliance on Alcoholism H1N1 Influenza Preparedness Grant

Dollar threshold used to distinguish between Type A and Type B programs: \$300,000.00

Auditee qualified as low-risk auditee?  Yes  No

**Section II - Financial Statement Findings**

NONE REPORTED

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010  
(Continued)

**Section III - Federal and State Award Findings and Questioned Costs**

**Municipal Alliance for Alcohol and Drug Abuse**

**Finding 2010-1:**

*Condition:*

Expenditures were incurred after the Grant funding period.

*Criteria:*

Expenditures are required to be processed during the Grant funding period.

*Cause:*

The lack of proper review and control by Township officials.

*Effect:*

Disallowed costs.

*Recommendation:*

That Municipal Alliance for Alcohol and Drug Abuse expenditures be incurred during the Grant funding period.

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010  
(Continued)

**Section III - Federal and State Award Findings and Questioned Costs (Continued)**

**Municipal Alliance for Alcohol and Drug Abuse (Continued)**

**Finding 2010-2:**

*Condition:*

It appears one expenditure did not have proper supporting documentation.

*Criteria:*

Expenditures must be in compliance with Municipal Alliance for Alcohol and Drug Abuse regulations.

*Cause:*

Lack of proper review and control by Township officials.

*Effect:*

Disallowed costs.

*Recommendation:*

That all expenditures have proper supporting documentation.

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010  
(Continued)

**Section III - Federal and State Award Findings and Questioned Costs (Continued)**

**Local Public Health Emergency Response to H1N1**

**Finding 2010-3:**

*Condition:*

A review of selected expenditures noted that Business Registration Certificates were not available for audit.

*Criteria:*

Business Registration Certificates are required to be obtained for all vendors in which cumulative expenditures are at and/or above the quote threshold.

*Cause:*

Lack of proper review by Township officials.

*Effect:*

Disallowed costs.

*Recommendation:*

That Business Registration Certificates be made available for audit.

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010  
(Continued)

**Section III - Federal and State Award Findings and Questioned Costs (Continued)**

**Local Public Health Emergency Response to H1N1 (Continued)**

**Finding 2010-4:**

*Condition:*

It appears a number of expenditures did not have proper supporting documentation.

*Criteria:*

Expenditures must be in compliance with Local Public Health Emergency Response to H1N1 regulations.

*Cause:*

Lack of proper review and control by Township officials.

*Effect:*

Disallowed costs.

*Recommendation:*

That all expenditures have proper supporting documentation.

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010  
(Continued)

**Section III - Federal and State Award Findings and Questioned Costs (Continued)**

**Local Public Health Emergency Response to H1N1 (Continued)**

**Finding 2010-5:**

*Condition:*

A review of selected expenditures noted that contracts were not completed for consultants.

*Criteria:*

A contract is required for all consultants.

*Cause:*

Lack of proper review and control by Township officials.

*Effect:*

Disallowed costs.

*Recommendation:*

That a contract be completed for all consultants.

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010  
(Continued)

**Section III - Federal and State Award Findings and Questioned Costs (Continued)**

**Local Public Health Emergency Response to H1N1 (Continued)**

**Finding 2010-6:**

*Condition:*

A Township employee was paid as a consultant from the Grant. The individual received a W-2 and Form 1099.

*Criteria:*

An individual is compensated as an employee or consultant.

*Cause:*

The lack of proper review and control by Township officials.

*Effect:*

Disallowed costs.

*Recommendation:*

That an individual be compensated as an employee or consultant.

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010  
(Continued)

**Section III - Federal and State Award Findings and Questioned Costs (Continued)**

**Local Public Health Emergency Response to H1N1 (Continued)**

**Finding 2010-7:**

*Condition:*

A review of selected expenditures noted that salaries and wage charges for individuals were not in agreement with approved employee listings as designated in the grant application.

*Criteria:*

Salary and wages charged to the grant should be in agreement with approved employee listings designated in the grant application.

*Cause:*

Lack of proper review and control by Township officials.

*Effect:*

Disallowed costs.

*Recommendation:*

That salaries and wages charged to approved Local Public Health Emergency Response to H1N1 budgets be in agreement with amounts designated in the grant application.

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010  
(Continued)

**Section III - Federal and State Award Findings and Questioned Costs (Continued)**

**Local Public Health Emergency Response to H1N1 (Continued)**

**Finding 2010-8:**

*Condition:*

Our review of expenditures noted one item which exceeded the Request for Proposal threshold for which no Request for Proposal was available for audit.

*Criteria:*

Contracts between \$17,500.00 and the Municipal Bidding Threshold require a Request for Proposal.

*Cause:*

Lack of proper review and control by Township officials.

*Effect:*

Disallowed costs.

*Recommendation:*

That all qualified expenditures that exceed the Request for Proposal threshold obtain a Request for Proposal.

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010  
(Continued)

**Section III - Federal and State Award Findings and Questioned Costs (Continued)**

**Community Development Block Grant**

**Finding 2010-9:**

*Condition:*

A review of selected expenditures noted that three Business Registration Certificates were not available for audit.

*Criteria:*

Business Registration Certificates are required to be obtained for all vendors.

*Cause:*

Lack of proper review by Township officials.

*Effect:*

Disallowed costs.

*Recommendation:*

That all Business Registration Certificates be made available for audit.

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010  
(Continued)

**Section III - Federal and State Award Findings and Questioned Costs (Continued)**

**Community Development Block Grant (Continued)**

**Finding 2010-10:**

*Condition:*

On one rehabilitation project the required construction code permits were not available for audit review.

*Criteria:*

When Community Development Block Grant Funds are used for rehabilitation, the Grantee must ensure the work is properly completed and complies with local codes. (24 CFR § 5.70.506).

*Cause:*

Management's failure to implement procedures and controls to ensure proper work permits are issued for each rehabilitation project.

*Effect:*

Substandard work may be performed if adherence to local codes are not verified.

*Recommendation:*

That required permits for rehabilitation projects be available for audit review.

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010  
(Continued)

**Section III - Federal and State Award Findings and Questioned Costs (Continued)**

**Community Development Block Grant (Continued)**

**Finding 2010-11:**

*Condition:*

Financial statement reports of one subrecipient was not available for audit review.

*Criteria:*

OMBA-133 Section 400(d) requires the appropriate monitoring of subrecipients.

*Cause:*

Lack of proper review and control by Township officials.

*Effect:*

The Grantee is subject to any penalties assessed by HUD due to noncompliance of subrecipients.

*Recommendation:*

That financial reports be made available for all subrecipients.

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010  
(Continued)

**Section III - Federal and State Award Findings and Questioned Costs (Continued)**

**Community Development Block Grant (Continued)**

**Finding 2010-12:**

*Condition:*

One rehabilitation project file was not available for audit review.

*Criteria:*

When Community Development Block Grant Funds are used for rehabilitation, files should be maintained.

*Cause:*

Lack of proper review and control by Township officials.

*Effect:*

Disallowed costs.

*Recommendation:*

That rehabilitation project files be available for audit review.

TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY

SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2010  
(Continued)

**Section III - Federal and State Award Findings and Questioned Costs (Continued)**

**Community Development Block Grant (Continued)**

**Finding 2010-13:**

*Condition:*

It appears two expenditures did not have proper supporting documentation. Additionally, one of the vendors paid was reimbursed for their cash advances.

*Criteria:*

Expenditures must be in compliance with Community Development Block Grant regulations.

*Cause:*

Lack of proper review and control by Township officials.

*Effect:*

Disallowed costs.

*Recommendation:*

That all expenditures have proper supporting documentation. Additionally, only eligible expenditures are to be reimbursed.

**TOWNSHIP OF BLOOMFIELD  
COUNTY OF ESSEX, NEW JERSEY**

**SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS  
YEAR ENDED DECEMBER 31, 2010**

NONE REPORTED

**ROSTER OF OFFICIALS AND CERTAIN EMPLOYEES  
FOR THE YEAR 2010 AND REPORT ON SURETY BONDS**

The following officials were in office during the period under examination:

<u>Name</u>	<u>Title</u>	<u>Amount of Bond</u>
Raymond J. McCarthy	Mayor	\$
Robert Ruane	Councilman	
Janice T. Maly	Councilwoman	
Patricia Spsychala	Councilwoman	
Bernard Hamilton	Councilman	
Patricia Barker	Councilwoman	
Nicholas Joanow	Councilman	
Frederick Carr	Township Administrator	
Louise M. Palagano	Municipal Clerk	
Robert Renna	Director of Finance	
Cynthia Prochilo	Collector	500,000.00
John A. Paparazzo	Chief Judge	
Joseph T. Connolly	Judge	
Richard Salierno, Jr.	Township Court Administrator	
Joseph J. Pisauro	Tax Assessor	
Brian Aloia	Township Attorney	

The above bonds are issued by the Selective Insurance Company of America.

All Township employees, excluding the Mayor, members of the Township Council and Collector are covered by a Faithful Performance Blanket Position Bond issued by the Municipal Excess Liability Joint Insurance Fund in the sum of \$1,000,000.00 for each employee of which the Township is responsible for the first \$50,000.00.

# SAMUEL KLEIN AND COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

550 BROAD STREET, 11TH FLOOR  
NEWARK, N.J. 07102-4543  
PHONE (973) 624-6100  
FAX (973) 624-6101

36 WEST MAIN STREET, SUITE 301  
FREEHOLD, N.J. 07728-2291  
PHONE (732) 780-2600  
FAX (732) 780-1030

The Honorable Mayor and Members  
of the Township Council  
Township of Bloomfield  
Bloomfield, New Jersey 07003

Mesdames and Gentlemen:

We have audited the statutory basis financial statements, Federal and State Financial Assistance Programs and supplemental schedules and statistical data of the

## TOWNSHIP OF BLOOMFIELD COUNTY OF ESSEX

for the years ended December 31, 2010 and December 31, 2009 and have issued our report thereon. As part of our audit, we reviewed and tested the Municipality's system of internal accounting control to the extent we considered necessary to evaluate the system as required by auditing standards generally accepted in the United States of America; by the Division of Local Government Services of the Department of Community Affairs, State of New Jersey; by the *Government Auditing Standards* issued by the U.S. General Accounting Office; and by the provisions of the "Single Audit Act of 1984". Compliance requirements were also reviewed in accordance with the requirements of the aforementioned standards and guidelines or, where applicable, the terms and conditions of particular grant agreements and as approved by the Cognizant Audit Agency.

Our comments with respect to the audit, internal control, and any error, omission, irregularity, violation of law, discrepancy or other nonconformity to the law or regulation found during the audit are herewith set forth.

**Contracts and Agreements Required to be Advertised**

N.J.S. 40A:11-4, as amended, states: "Every contract or agreement, for the performance of any work or the furnishing or hiring of any materials or supplies, the cost or the contract price whereof is to be paid with or out of public funds not included within the terms of Section 3 of this act, shall be made or awarded only by the Governing Body of the contracting unit after public advertising for bids and bidding therefor, except as is provided otherwise in this act or specifically by any other law. No work, materials or supplies shall be undertaken, acquired or furnished for a sum exceeding in the aggregate the amount set forth in, or the amount calculated by the Governor pursuant to (N.J.S. 40A:1-3c) except by contract or agreement."

It is pointed out that the Township Council has the responsibility of determining whether the expenditures in any category will exceed the threshold set for the fiscal year and, where question arises as to whether any contract or agreement might result in violation of the statute, the opinion of the Township Attorney should be sought before a commitment is made.

The bidding threshold for the period of January 1, 2010 through June 30, 2010 is \$21,000.00. As of July 1, 2010 the threshold was increased to \$26,000.00.

Notwithstanding N.J.S.A. 40A:11-3a, P.L. 2005, Chapter 51 and N.J.S.A. 19:44a-20.5, known as the "Pay to Play Law", provides that a municipality is prohibited from executing any contract in excess of \$17,500.00, on or after January 1, 2006, to a business entity that made certain reportable contributions to any municipal committee of a political party if a member of that party is in office as a member of the governing body of the municipality when the contract is awarded unless proposals or qualifications are solicited through a fair and open process.

It is further noted that contracts between \$17,500.00 and the municipal bidding threshold, known as "window contracts", can be issued by resolution of the governing body without competitive bidding if a non-fair and open process is implemented which prohibits reportable contributions by the business entity.

The minutes indicate that bids were requested by public advertising for the following items:

- Downtown Redevelopment Consultant
- Multi-Parks Project
- Repair of Municipal Building Sewer Lateral (South Side)
- Purchase of Equipment - Aerial Lift Truck with Service Body
- Water System Fittings and Supplies
- 2009 CDBG Roadway Program
- Finance Department Renovations
- Repair of Law Enforcement Building Roof
- Dodd Street and JFK Drive Northbound Intersection Improvements
- Pulaski Park Tennis Court Improvements
- 2009 Capital Roadway and Traffic Calming Program
- Supply and Delivery of Light Emitting Diode (LED) Street Lights for Board Street in the North Center
- Six-Point Intersection Improvements
- 2010 Fall Tree Planting
- Tree and Stump Removal
- Upper Memorial Park Improvements

The minutes also indicated that resolutions were adopted and advertised authorizing the awarding of contracts or agreements for "Professional Services" for fair and open, and nonfair and open contracts in accordance with the provisions of the Pay to Play Law N.J.S.A. 19:44A-20.5."

Inasmuch as the system of records did not provide for an accumulation of payments for categories of material and supplies or related work or labor, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear-cut violations existed.

Our review of expenditures noted two items which exceeded the bid threshold for which no competitive bids could be located. Additionally, ten items which exceeded the Request for Proposal threshold for which no request for proposals could be located.

No Governing Body Resolution or Attorney Legal Opinion was available to document these purchases are being exempt from the competitive bidding.

It is recommended that expenditures exceeding the competitive bidding and request for proposal threshold be in compliance with the Local Public Contracts Law.

**Delinquent Taxes and Tax Title Liens**

Balances as shown on the year-end tax listing reflect tax prepayments and overpayments as well as unpaid real estate tax amounts.

The following summarizes uncollected real estate taxes as of December 31, 2010:

<u>Year</u>	<u>Amount</u>
2006	\$ 61,719.03
2007	65,825.62
2008	73,813.25
2009	93,769.44
2010	<u>2,219,617.46</u>
	<u>\$ 2,514,744.80</u>

A tax sale was held on December 2, 2010 and was found to be complete except for an item in bankruptcy.

The following comparison is made of the number of tax title liens receivable as of December 31st of the last three years:

<u>Year</u>	<u>Number of Liens</u>
2010	8
2009	2
2008	1

Tax Title Lien Certificates were available for inspection for all outstanding liens.

It is essential to good management that all means provided by statute be utilized to liquidate tax title liens in order to get such properties back on a taxpaying basis.

**Verification of Delinquent Taxes and Other Charges**

A test verification of delinquent charges and current payments was made in accordance with the recent directive from the Division of Local Government Services. Positive and negative responses as well as information forms were used.

2010 - 2011 Real Estate Taxes	60
2010 Delinquent Real Estate Taxes	124
2010 Water Utility Charges	60
2010 Delinquent Water Utility Charges	<u>78</u>
	<u>322</u>

There were no exceptions developed in connection with our examination.

### **Revenue Collection Departments**

The provisions of N.J.S. 40A:5-15 requires turnover of all funds received from any source within forty-eight hours of receipt thereof. Our tests of the Construction Code Official cash receipts determined that several collections were not turned over to the Tax Collector within 48 hours as required by the provisions of statute.

A number of fees in the Recreation Department and the Construction Code Official are not charged in accordance with fee schedules provided.

Construction Code Official elevator fee cash receipts are not recorded on the State permit fee logs.

The Health Department prenumbered duplicated receipts for the period of May 17, 2010 through June 16, 2010 were not available for audit.

The Clerk's Office does not utilize turnover slips which precluded us to determine if cash receipts are deposited within 48 hours as required by the provisions of statute.

The Clerk's Office does not utilize prenumbered duplicate receipts on a consistent basis.

A number of fees in the Clerk's Office cannot be determined in accordance with the fee schedule provided, due to the fact that enough information is unavailable for audit.

Our examination of the Clerk's Office cash book indicated that revenue is not entered in a timely manner.

A few of the Recreation Department's prenumbered duplicate receipts could not be traced to the cash receipts book and the prenumbered duplicate receipts contained alterations.

The Recreation Department's cash receipts book reflected a number of errors.

It is recommended:

That all funds collected by the Construction Code Official be turned over to the Tax Collector within 48 hours of collection in accordance with the provisions of N.J.S. 40A:5-15.

That all fees in the Recreation Department and the Construction Code Official be charged in accordance with fee schedules provided.

That all revenues collected by the Construction Code Official should be recorded on the State permit fee logs.

That all the Health Department prenumbered duplicate receipts be made available for audit.

That the Clerk's Office utilize turnover slips and prenumbered duplicate receipts on a consistent basis.

That the Clerk's Office provide enough information to determine if fees are being charged in accordance with fee schedules provided.

That the Clerk's Office cash book enter revenue in a timely manner.

That the Recreation Department's prenumbered duplicate receipts be reconciled to the cash receipts book and more care be exercised in the preparation of these receipts.

That more care be exercised in maintaining the cash receipts book.

### **Animal Control Fund**

Our examination of Animal Control records determined that several monthly State Dog License Reports contained errors, and were not submitted to the State of New Jersey on a timely basis.

The late fees reflected on the detailed Animal Control Reports are not reconciled to the Health Department's cash receipts book and to the records maintained by the Collector's Office. The boiler permit late fees are commingled with the Animal Control late fees.

The detailed Animal Control Reports reflect receipts that are not accounted for in the Health Department's cash receipts book.

Our examination of the Animal Shelter indicated the following deficiencies:

The provisions of N.J.S. 40A:5-15 requires turnover of all funds received from any source within forty-eight hours of receipt thereof. We cannot determine if the receipts are turned over within 48 hours of collection due to the fact that turnover slips are not utilized by the Animal Shelter.

A secure location is not available for the funds received by the Animal Shelter.

The Animal Shelter does not utilize prenumbered duplicate receipts.

The Animal Shelter does not maintain a cash receipts book.

The Animal Control revenue is being collected by volunteer workers who are not covered under the Faithful Performance Blanket Position Bond.

It is recommended:

That more care be exercised in preparing the Monthly Dog License Report and that payments be made to the State in a timely manner.

That the Health Department reconcile the detailed Animal Control Reports, Health Department's cash receipts book and the records maintained by the Collector's Office. Boiler permit late fees and Animal Control late fees should not be accounted for separately.

That the detailed Animal Control Reports be reconciled to the Health Department's cash receipts book.

That all funds collected by the Animal Shelter be turned over to the Tax Collector within 48 hours of collection in accordance with the provisions of N.J.S. 40A:5-15. Additionally, turnover slips should be utilized.

That the funds received by the Animal Shelter should be maintained at a secure location.

That the Animal Shelter utilize prenumbered duplicate receipts.

That the Animal Shelter maintain a cash receipts book.

That the Animal Control revenue be collected by only employees who are covered under the Faithful Performance Blanket Position Bond.

### **Payroll**

The propriety of deductions from employee salaries for pensions, Social Security, withholding tax and other purposes from employee payrolls were not verified as part of this audit. Remittances of deductions and withholdings to authorized agencies, however, were ascertained.

An examination was made of the employees' compensation records for the year 2010 to determine if salaries were paid in conformity with amounts authorized by ordinance. Our examination did not cover verification of the validity and reasonableness of the allocation of salaries for individuals whose job encompasses activities that relate to more than one of the Township's budget line items or departments. The allocation of salaries for individuals whose duties encompass more than one appropriation is done at the sole discretion of the Township's management.

As part of our examination we reviewed personnel files of new employees for completed immigration and naturalization Form I-9, "Employment Eligibility Verification". Title 8, U.S. Code Section 132A requires all employers to verify employment eligibility of individuals on an INS I-9 Form. Our test of new employees resulted in three (3) personnel files from the Board of Health lacking an INS Form I-9, INS Form I-9 was not completed properly and INS Form I-9 did not contain the proper supporting documentation. Two (2) INS Form I-9's were not available for audit.

One employee for the Recreation Department did not have an approved salary ordinance designating the employee's title and wages.

One Police Officer paid for Police Off-Duty overtime could not be verified due to the fact that no approved ordinance exists reflecting the rates for Police Off-Duty overtime.

One Health Department employee is not paid in accordance with their approved appointing resolution.

The following recommendations are noted:

That all new employees be required to complete INS Form I-9 and that the Township maintain a completed form with proper supporting documentation in each employee's personnel file.

That all employees be paid in accordance with an approved salary ordinance and appointing resolution.

#### **General Trust Fund**

Exhibit B-10 - Reserves and Deposits - Escrow Deposits as of December 31, 2010 are not supported by a detail list. The Township is in the process of researching and it is expected that a reconciliation will be completed.

#### **Police Outside Overtime**

Our examination of the Police Outside Overtime indicated the following deficiencies:

A ledger is not maintained reflecting billings and collections which may result in overpayments and receivables.

Revenue collections in excess of billings and less than billings are accounted for as collections, and adjustments are not made to the vendor's accounts.

Cash is received for a couple of vendors which are then converted into personal checks by the individual in charge of the Police Outside Overtime and then the check is turned over to the Finance Department. Additionally, the checks received for payment are secured off premises during non-business hours.

The fees charged are not included in an ordinance and approved in the minutes by the Mayor and Council.

The Police Department for Police Outside Overtime do not utilize turnover slips which precludes us to determine if cash receipts are deposited within 48 hours as required by the provisions of statute.

It is recommended:

That a Police Outside Overtime ledger be maintained reflecting billings, collections and balances.

That collections in excess or less than billings be adjusted to the vendor's accounts.

That all Police Outside Overtime cash collections be deposited intact. Additionally, all funds received should be secured on Township property.

That a fee schedule be approved in the Township minutes.

That the Police Department utilize turnover slips for Police Outside Overtime.

### **Expenditures**

In verifying expenditures, test computations were made on claims approved and paid. No attempt was made in this connection to establish proof of rendition, character or extent of services, nor quantities, nature, propriety of prices or receipt of materials, these elements being left necessarily to internal review in connection with approval of claims.

During our examination we noted the following exceptions:

- Four expenditures were made without obtaining quotes, which are required for individual expenditures that are fifteen percent of the bidding threshold.
- Eight Business Registration Certificates were not available for audit.

The following recommendations are made:

That all Business Registration Certificates be made available for audit.

That quotes be obtained for all eligible expenditures.

### **Municipal Court**

A statutory report on the operations of the Municipal Court was prepared as part of our examination and copies were filed with the New Jersey Administrative Office of the Courts, the Division of Local Government Services, the Municipal Court and the Township Clerk.

Our audit of the Municipal Court noted the following deficiencies:

The bail records maintained by the Police Department consist of a prenumbered duplicate receipt book for the period of March through November 2010 were unavailable for audit. Additionally, a number of receipts from the remaining months were unavailable for audit.

A number of bail receipts maintained by the Police Department were not turned over to the Municipal Court in a timely manner.

The General Account bank reconciliation reflected errors.

The December 2010 Monthly Management Report was examined and the following items were noted:

All tickets that have been assigned must be issued within six months. The Tickets Assigned Not Issued Report indicated that 377 tickets were not issued within six months.

The Tickets Issued but Not Assigned Report indicated that 14 tickets were issued but not assigned.

Our reconciliation of cash to bank balances revealed checks outstanding in excess of twelve months are considered stale and may not be honored by the bank. Periodically stale dated checks should be reviewed and cancelled or other appropriate action taken. The following checks are outstanding in excess of one year:

Municipal Court General - Account #81-0117-8613:

<u>Check Number</u>	<u>Check Amount</u>
2125	<u>\$ 225.00</u>

Municipal Court Bail - Account #81-0117-8621:

11 Checks in the Amount of \$799.00

Our examination of time payments revealed the following exceptions:

- Two of the time payment agreements did not reflect the defendant's signature.
- One of the time payment agreements did not reflect the Judge's signature.
- Two of the time payment agreements were not reconciled to the Municipal Court Computer System.

It is recommended:

That all Police Bail prenumbered duplicate receipts be available for audit.

That the prenumbered duplicate bail receipt book maintained by the Police Department Bail Receipts be turned over to the Municipal Court in a timely manner.

That more care be utilized in the preparation of the bank reconciliations.

That tickets assigned but not issued in excess of six months be reviewed for proper disposition.

That follow-up procedures be implemented for tickets whether issued or assigned.

That certain outstanding checks be reviewed and appropriate action taken.

That all time payments reflect all required signatures and be reconciled to the Municipal Court Computer System.

### **Other Post-Employment Benefits**

#### **Plan Description**

The Township of Bloomfield, by contractual agreement, provides medical benefits which include health insurance coverage and prescription benefits to employees, their spouse and eligible dependents after retirement, who have 25 years in the pension system and ten years of full-time service with the municipality. The Township requires the retired employees to subscribe to Medicare Part B which they will be reimbursed for by the municipality. The benefits are similar to health benefits provided to current employees.

Local Finance Notices 2007-15 and 2009-15 require local units that provide non-pension benefits to retired employees, such as health insurance coverage, prescription or other benefits, to disclose the annual payment for currently retired employees and future cost for those employees in the Notes to the Financial Statements.

Those municipalities that are not members of the State Health Benefits Plan or other cost sharing plans must obtain an actuarially calculated post-employment benefit on a periodic basis for inclusion in the Notes to the Financial Statements.

The Township of Bloomfield maintains private health coverage and provides certain retired employees with post-employment benefits which require appropriate disclosure in the Notes to the Financial Statements in accordance with regulations promulgated by the Local Finance Board.

To date, the aforementioned post-employment costs for the Township of Bloomfield have not been determined, resulting in our inability to include this information in the Notes to the Financial Statements.

Discussions with the Township officials have indicated that the value of these employment benefits are in the process of being completed.

### **Federal Grants**

The Section "8" Housing Grants are required to have separate audits performed according to the Department of Housing and Urban Development. The Township has contracted another auditing firm to conduct the 2010 audit of the Section "8" Housing Grant. The 2010 audit of the Grant has not been performed as of the completion of our audit of the Township. We have reviewed the 2009 audit of the Grant which received an unqualified opinion by the other auditing firm.

### **Status of Prior Years' Recommendations**

In accordance with regulations promulgated by the Single Audit Act and the Division of Local Government Services, all municipalities are required to prepare and submit to the Division of Local Government Services, a Corrective Action Plan with regard to audit deficiencies. This plan must be approved by formal resolution of the Governing Body and submitted within 60 days from the date the audit is received. A plan was prepared and submitted regarding the 2009 Audit.

A review was performed on all prior years' recommendations and corrective action was taken on all with the exception of those indicated with an asterisk.

### **Miscellaneous**

In verifying expenditures, computations were tested on a statistical sample of claims approved and paid. No attempt was made in this connection to establish proof of rendition, character or extent of services, nor quantities, nature, propriety of prices or receipt of materials, these elements being necessarily left to internal review in connection with the approval of claims.

Revenue and receipts were established and verified as to source and amount only insofar as the local records permit.

A statutory report on the operations of the Municipal Court was prepared as part of our examination and copies were filed with the New Jersey Administrative Office of the Courts, the Division of Local Government Services, the Municipal Court and the Township Clerk.

One copy of this report was filed with the New Jersey Division of Local Government Services.

A summary or synopsis of this report was prepared for publication and filed with the Township Clerk.

## RECOMMENDATIONS

### General

- \* That expenditures exceeding the competitive bidding and Request for Proposal threshold be in compliance with the Local Public Contracts Law.

A) That all Business Registration Certificates be made available for audit.

That quotes be obtained for all eligible expenditures.

### Construction Code Official

- \* That all funds collected by the Construction Code Official be turned over to the Tax Collector within 48 hours of collection in accordance with the provisions of N.J.S. 40A:5-15.

A) That all fees in the Recreation Department and the Construction Code Official be charged in accordance with fee schedules provided.

That all revenues collected by the Construction Code Official should be recorded on the State permit fee logs.

### Recreation Department

A) That all fees in the Recreation Department and the Construction Code Official be charged in accordance with fee schedules provided.

That the Recreation Department's prenumbered duplicate receipts be reconciled to the cash receipts book and more care be exercised in the preparation of these receipts.

That more care be exercised in maintaining the cash receipts book.

That all employees be paid in accordance with an approved salary ordinance and appointing resolution.

### Health Department

- \* That all Health Department prenumbered duplicate receipts be made available for audit.

- \* That more care be exercised in preparing the Monthly Dog License Report and that payments be made to the State in a timely manner.

That the Health Department reconcile the detailed Animal Control Reports, Health Department's cash receipts book and the records maintained by the Collector's Office. Boiler permit late fees and Animal Control late fees should not be accounted for separately.

A) That all Business Registration Certificates be made available for audit.

That the detailed Animal Control Reports be reconciled to the Health Department's cash receipts book.

That all funds collected by the Animal Shelter be turned over to the Tax Collector within 48 hours of collection in accordance with the provisions of N.J.S. 40A:5-15. Additionally, turnover slips should be utilized.

That the funds received by the Animal Shelter should be maintained at a secure location.

That the Animal Shelter utilize prenumbered duplicate receipts.

That the Animal Shelter maintain a cash receipts book.

That the Animal Control revenue be collected by only employees who are covered under the Faithful Performance Blanket Position Bond.

That all new employees be required to complete INS Form I-9 and that the Township maintain a completed form with proper supporting documentation in each employee's personnel file.

### **Clerk's Office**

- \* That the Clerk's Office utilize turnover slips and prenumbered duplicate receipts on a consistent basis.
- \* That the Clerk's Office provide enough information to determine if fees are being charged in accordance with fee schedules provided.
- \* That the Clerk's Office cash book enter revenue in a timely manner.

### **Police Department**

- \* That a Police Outside Overtime ledger be maintained reflecting billings, collections and balances.
- \* That Police Outside Overtime cash collections in excess or less than billings be adjusted to the vendor's accounts.
- \* That all Police Outside Overtime cash collections be deposited intact. Additionally, all funds received should be secured on Township property.
- \* That a fee schedule for Police Outside Duty be approved in the Township minutes.

That the Police Department utilize turnover slips for Police Outside Overtime.

A) Included under Multiple Departments.

### **Municipal Court**

That all Police Bail prenumbered duplicate receipts be available for audit.

That the prenumbered duplicate bail receipt book maintained by the Police Department Bail Receipts be turned over to the Municipal Court in a timely manner.

- \* That more care be utilized in the preparation of the bank reconciliations.
- \* That tickets assigned but not issued in excess of six months be reviewed for proper disposition.
- \* That follow-up procedures be implemented for tickets whether issued or assigned.

That certain outstanding checks be reviewed and appropriate action taken.

- \* That all time payments reflect all required signatures and be reconciled to the Municipal Court Computer System.

**Single Audit**

**Municipal Alliance for Alcohol and Drug Abuse:**

That Municipal Alliance for Alcohol and Drug Abuse expenditures be incurred during the Grant funding period.

That all expenditures have proper supporting documentation.

**Local Public Health Emergency Response to H1N1:**

That Business Registration Certificates be made available for audit.

That all expenditures have proper supporting documentation.

That a contract be completed for all consultants.

That an individual be compensated as an employee or consultant.

That salaries and wages charged to approved Local Public Health Emergency Response to H1N1 budgets be in agreement with amounts designated in the grant application.

That all qualified expenditures that exceed the Request for Proposal threshold obtain a Request for Proposal.

**Community Development Block Grant:**

That all Business Registration Certificates be made available for audit.

That required permits for rehabilitation projects be available for audit review.

That financial reports be made available for all subrecipients.

That rehabilitation project files be available for audit review.

That all expenditures have proper supporting documentation. Additionally, only eligible expenditures are to be reimbursed.

\*Repeated from prior year.

\* \* \*

The foregoing comments and resultant recommendations are not of sufficient materiality whereby they would affect our ability to express an opinion on the financial statements taken as a whole.

We shall be pleased to confer with the Mayor and Township Council on questions that might arise with respect to any matters in this report and to assist in the implementation of recommendations.

We desire to express our appreciation for the assistance and courtesies rendered by the Township officials and employees during the course of the examination.

Respectfully submitted,

A handwritten signature in cursive script that reads "Samuel Klein and Company".

SAMUEL KLEIN AND COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS

A handwritten signature in cursive script that reads "Joseph J. Faccione".

JOSEPH J. FACCONI, RMA, PA

Newark, New Jersey  
June 24, 2011

